



Alquds Open University

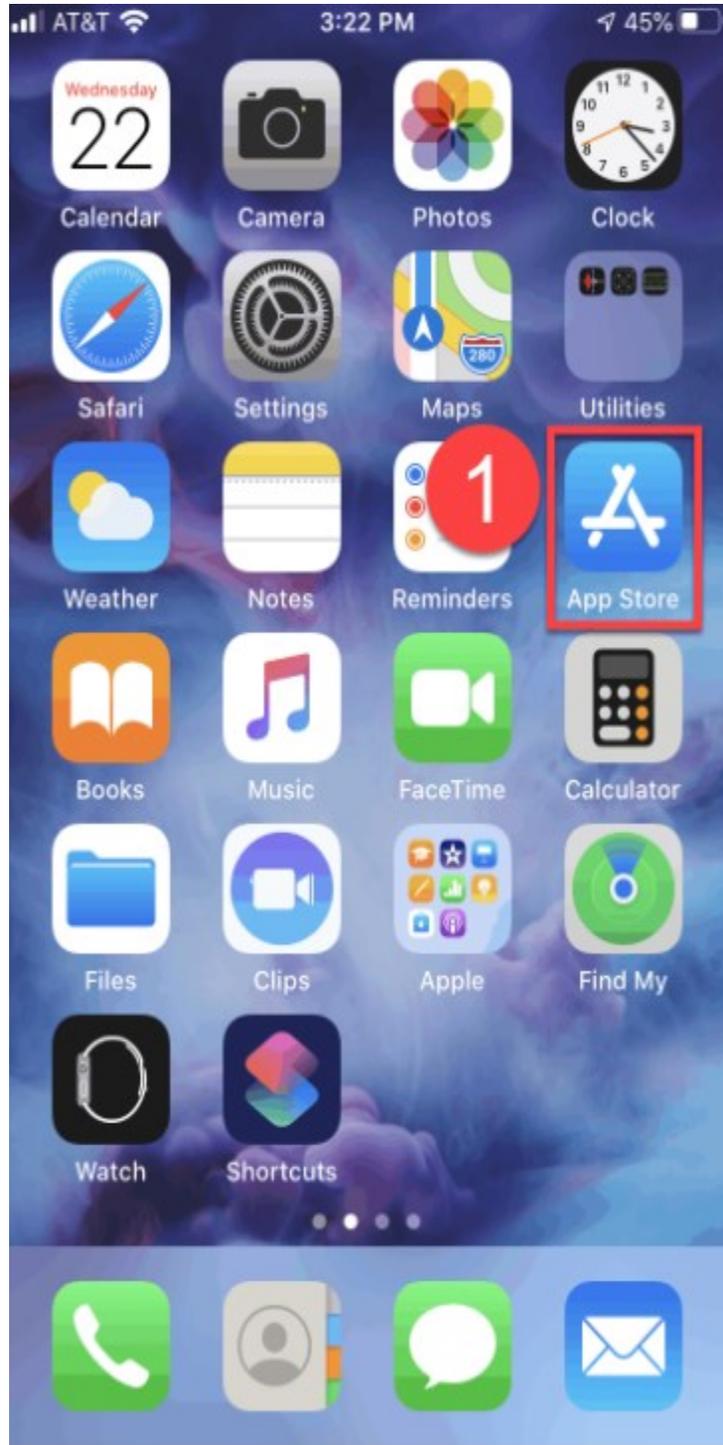
Information and Technology Center

System and Infrastructure Engineering Section

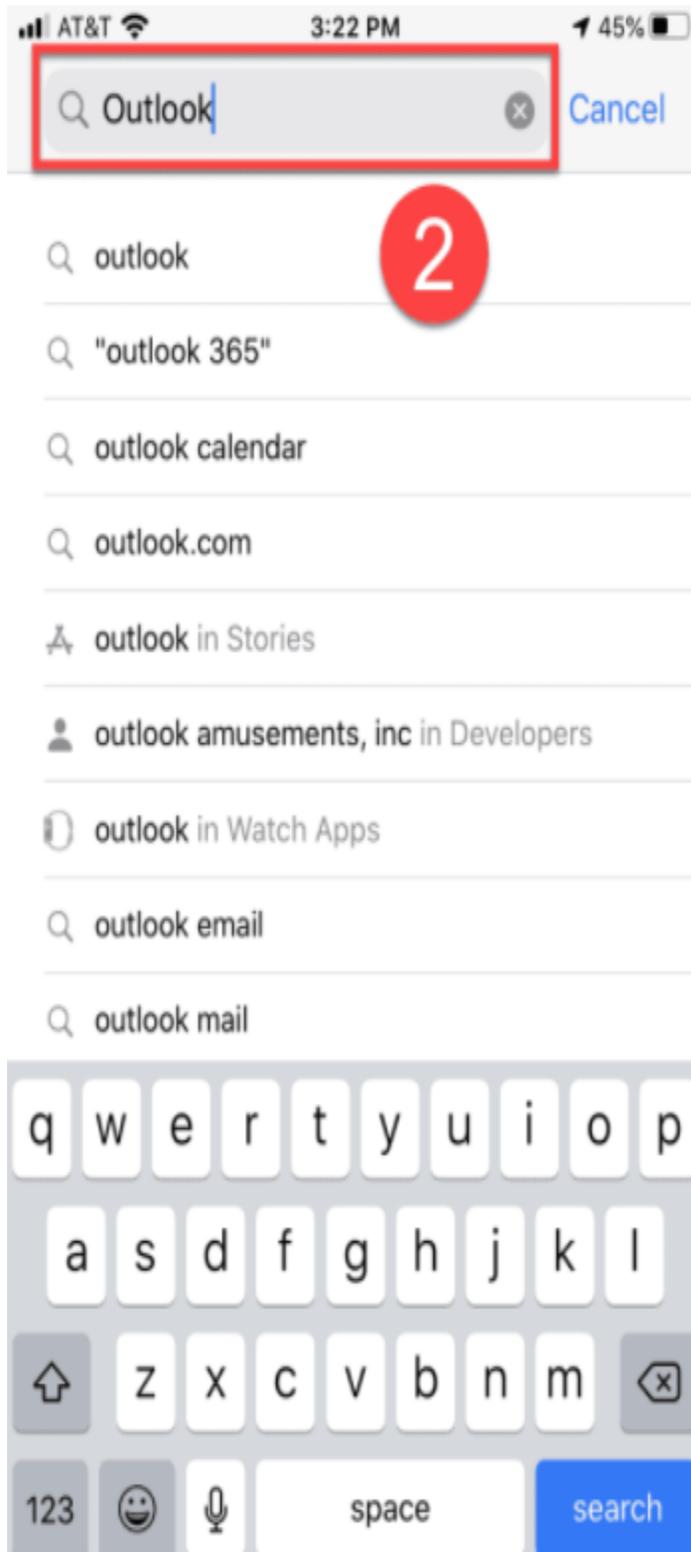
Instructions to configure Outlook for iOS (iPhone and iPad)

1. Outlook on the iOS Mobile

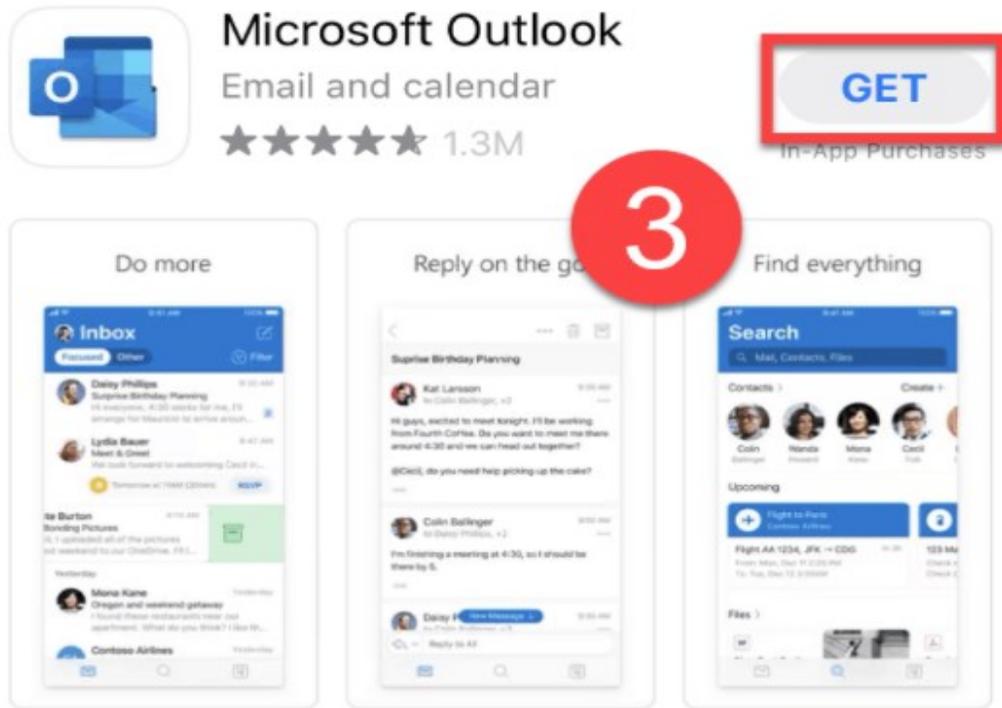
1. Open the **App Store** on your Apple iOS device.



2. In the search box type **Outlook**, then select **Microsoft Outlook**.

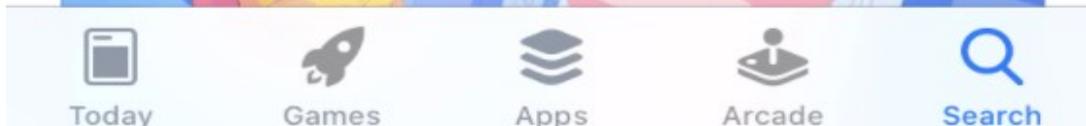
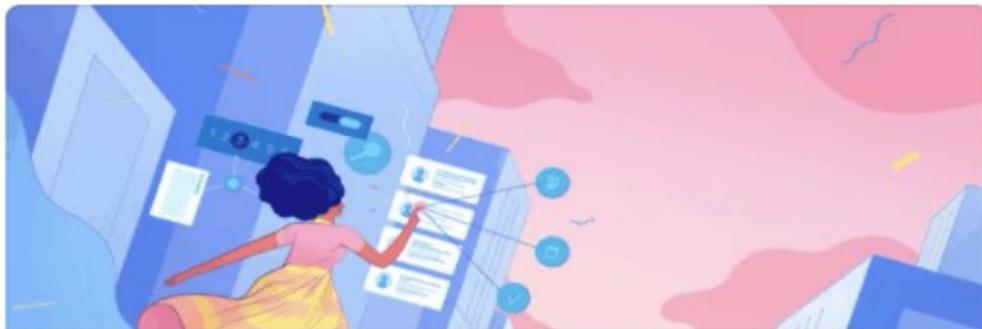


3. Tap “Get”

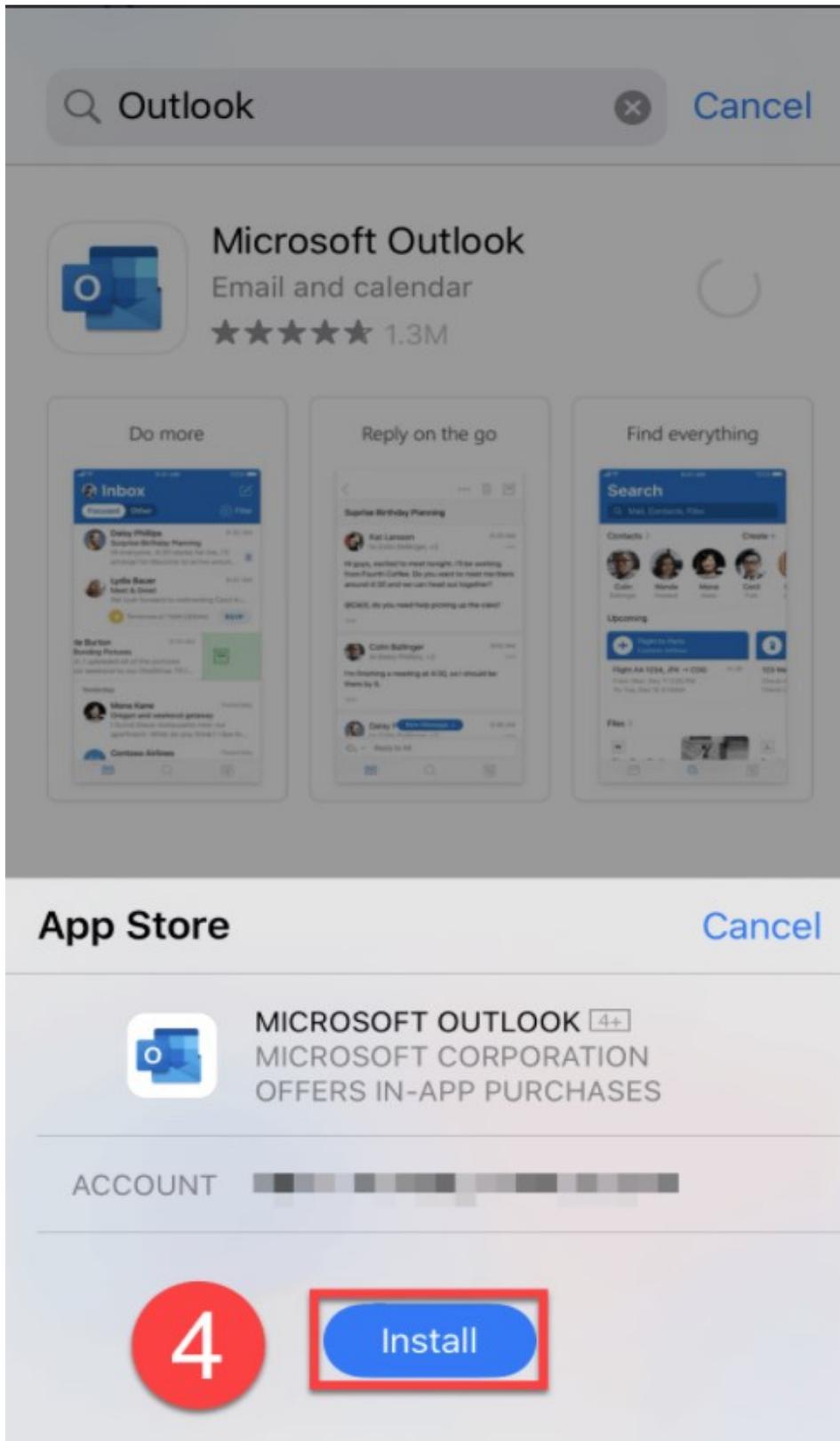


6 Cool Features in the New Outlook

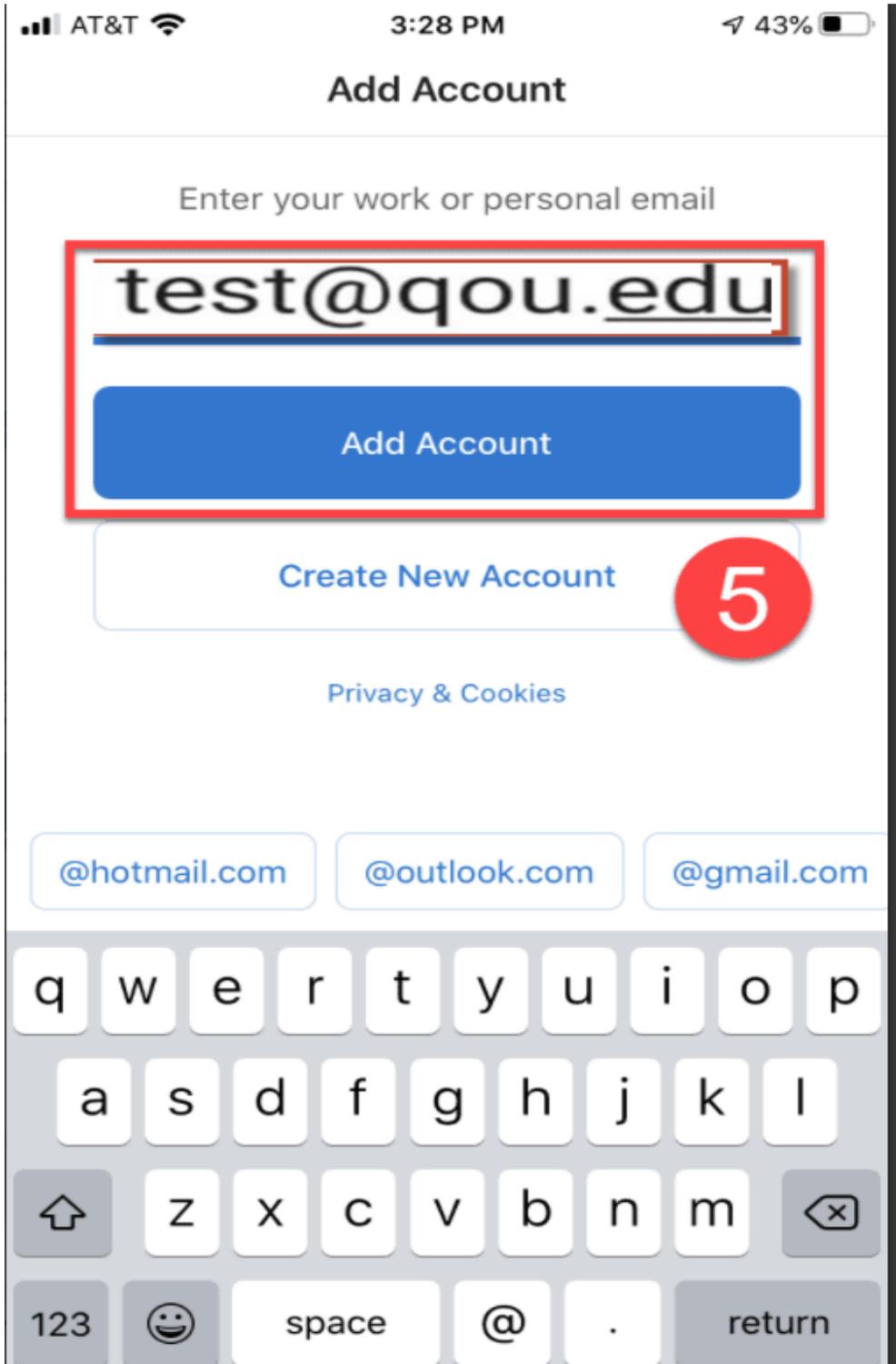
Because organized email is an organized life.



4. Tap **Install** and enter your Apple ID.



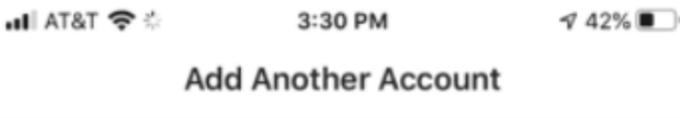
5. Open the Outlook app, enter your full **Email address**, and tap **Add Account**.



6. You will be redirected to the **Email sign in page**. Enter your password, then tap Sign in.



7. On the Add Another Account screen, click Maybe Later.



Would you like to add another account?



8. On the Enable Notifications pop-up box, tap Turn On to receive notifications when new emails are delivered. You can select No Thanks, however, disabling notifications might delay email delivery.

