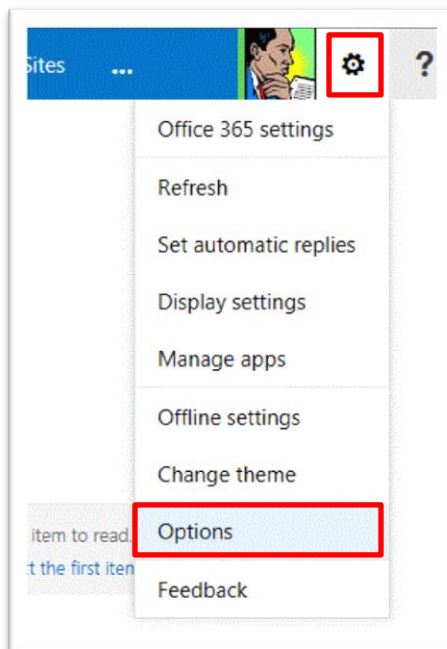


Installing Outlook on Mobile Devices

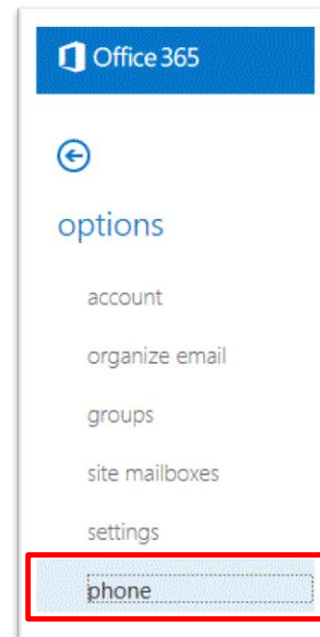
Instructions for connecting your Outlook email and calendar to most mobile devices are available through your Outlook Web account.

Here is how to find them.

- In your Outlook Web account, click the **gear icon** in the top right corner.
- Choose **Options** from the drop-down menu.



- Click on **Phone** from the Options menu



- Click the hyperlink – **Set up the device to synchronize with Microsoft Exchange**

mobile devices text messaging

These are the mobile devices that are synchronizing with your mailbox. You can remove a mobile device, access your device recovery password, initiate a remote device wipe, or block your phone if you lose it. To add a new device, [set up the device to synchronize with Microsoft Exchange.](#)

- Follow links to the correct device.
- Server name: **Outlook.office365.com**

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