



Guide for the Installation and login of Microsoft Outlook for IOS devices In order to use the Microsoft Outlook mobile application, the following prerequisites are needed:

- Device must be using the latest IOS version (or the previous 2 versions.
- Device must be connected to the internet (preferrable on Wi-Fi
- Device must have access to download applications from the app store.
- Have an iCloud account.
- You will need to have an authenticator setup (Mobile number/Email/App/)

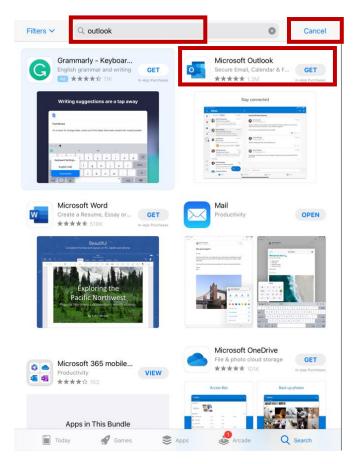
## Select the "App Store"



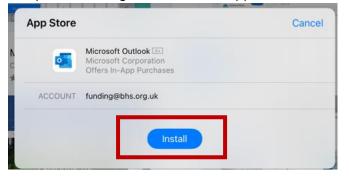
Select "Search" from the bottle right of the screen.

Discov	/er				
racing games			face swap		
skateboard games			baby tracker		
two player games			dentist games		
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	Toca Life World: Build Design & play your characters	GET In-App Purchases	0	Microsoft 365 (Office) Word, Excel, PowerPoint & More	GET
	Microsoft OneDrive File & photo cloud storage	GET In-App Purchases	<u>I</u>	Soccer Super Star - Football Play top football games	GET
x	Microsoft Excel Organize Your Data and Budget	GET In-App Purchases	PDF	Adobe Acrobat Reader: Edit PDF Documents Converter & E	UPDATE
\\$	Al Chat – Al Chatbot Assistant Powered by ChatGPT & GPT	GET In-App Purchases	*	Dropbox: Photo & Cloud Storage Transfer Files   Backup Photos	GET In-App Purchased
P	Roblox Join Millions of Experiences	GET In-App Purchases		Temple Run: Classic The original endless runner!	GET In-App Purchases
	QR Code Reader . QR Code & Barcode Scanner	GET			

In the search box type "Outlook" then press "Search" Select "Get" Microsoft Outlook



If required enter login details for the app store - select "Install".



Select "Add Account"



## Welcome to Outlook

Bring all your emails, contacts, files and calendars together.

Add Account

Create New Account

Enter your BHS Volunteer email address.

<		Add Acc	ount				
Enter your work or personal email							
Email Address							
		Add Acc	bunt				
		Create New A	Account				
GC Sign in using the QR code on your computer							
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Select "Add Account"

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Enter your work or personal email						
test.user@bhsvolunteer.org.uk						
Add Account						
Create New Account						
Sign in using the QR code on your computer						
Privacy & Cookies						
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## Select "Office 365"

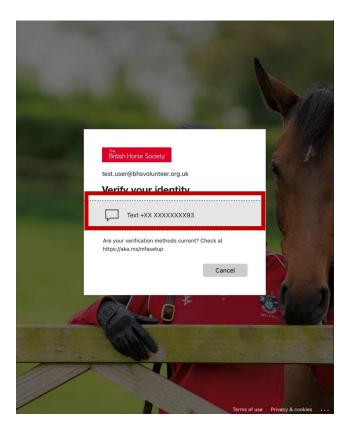
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< Add Email Account							
Select your email provider:							
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Office 365	Outlook.com	Exchange					
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Yahoo! Email	iCloud	Google					
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IMAP							
Need help? Contact support							

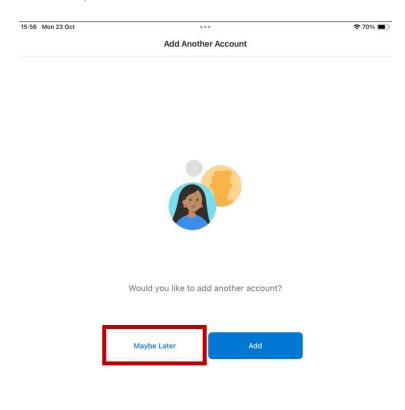
Select (your chosen) "Verify your identity".

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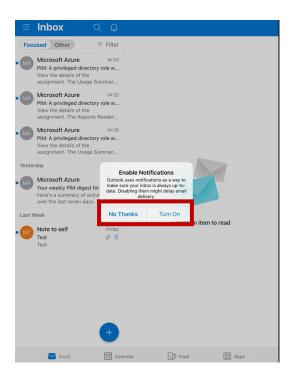
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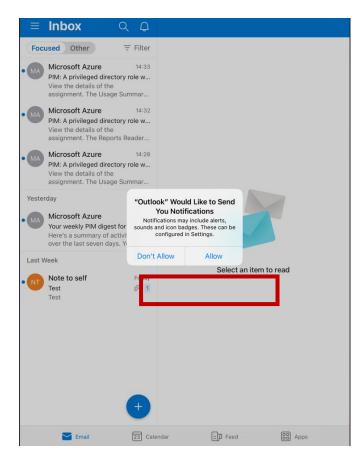
## Select "Maybe Later"



Select "No thanks" or "Turn on" depending on your preference



Select "Don't Allow" or "Allow" depending on your preference.



Guide complete - You will now have access to your BHS Volunteer email account.