

Chromebook: Installing Microsoft Outlook

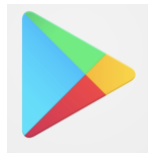
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Introduction

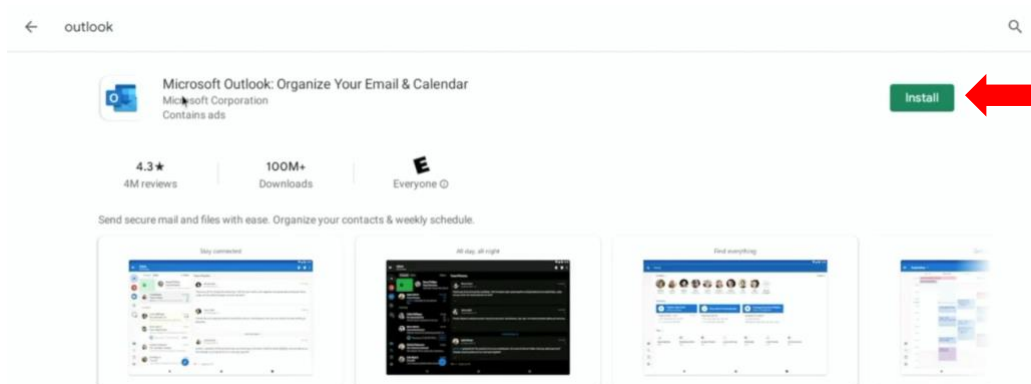
This guide will show how to install and set up the Microsoft Outlook application on a Chromebook.

Installation

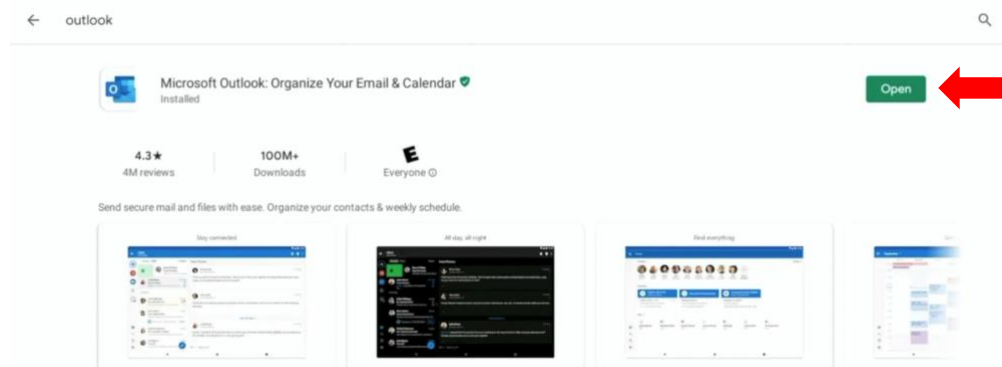
1. Open the Play Store.



2. Search for Outlook. When found, select "Install".

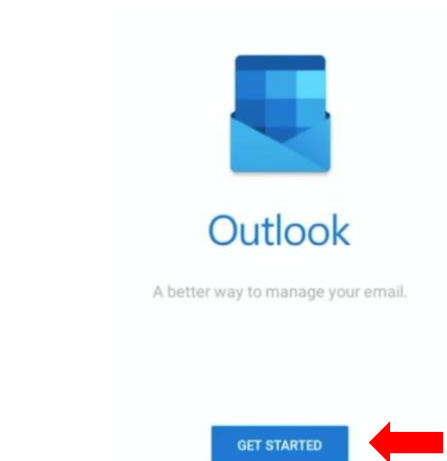


3. Open when finished.

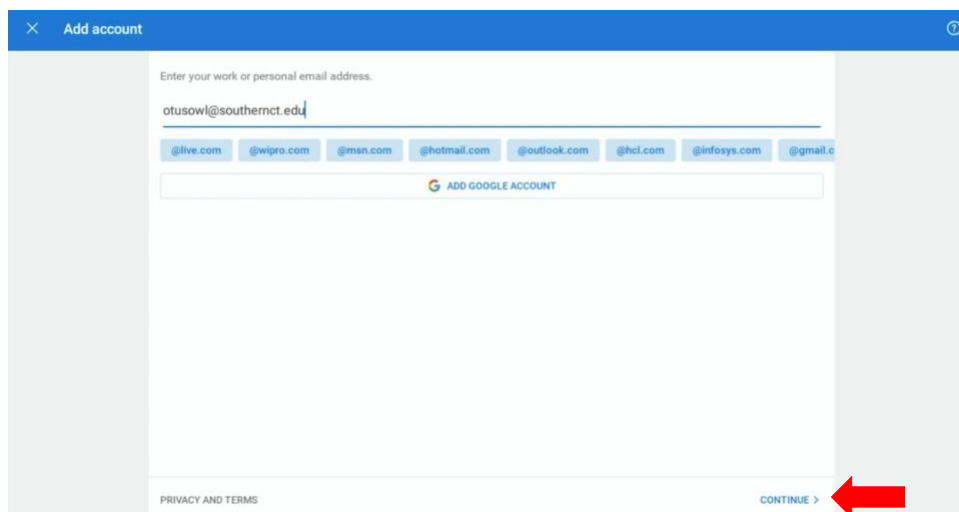


Set up

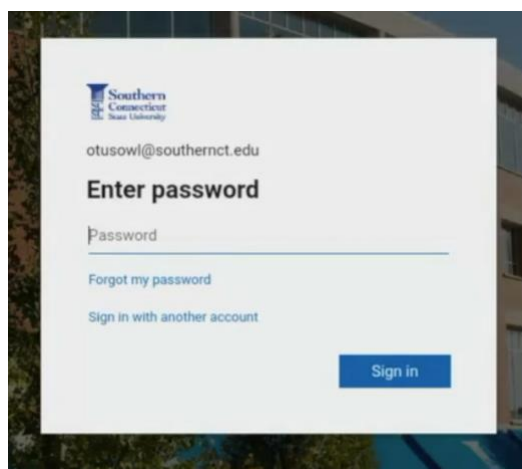
1. Select "Get Started".



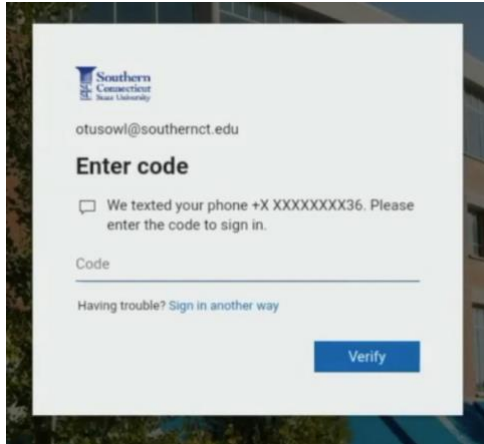
2. Enter your full SCSU email address, then select "Continue".



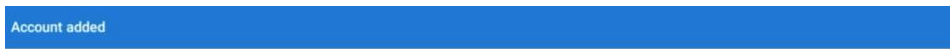
3. Enter your password.



4. If you are off the campus network, you will be prompted to authenticate your account.



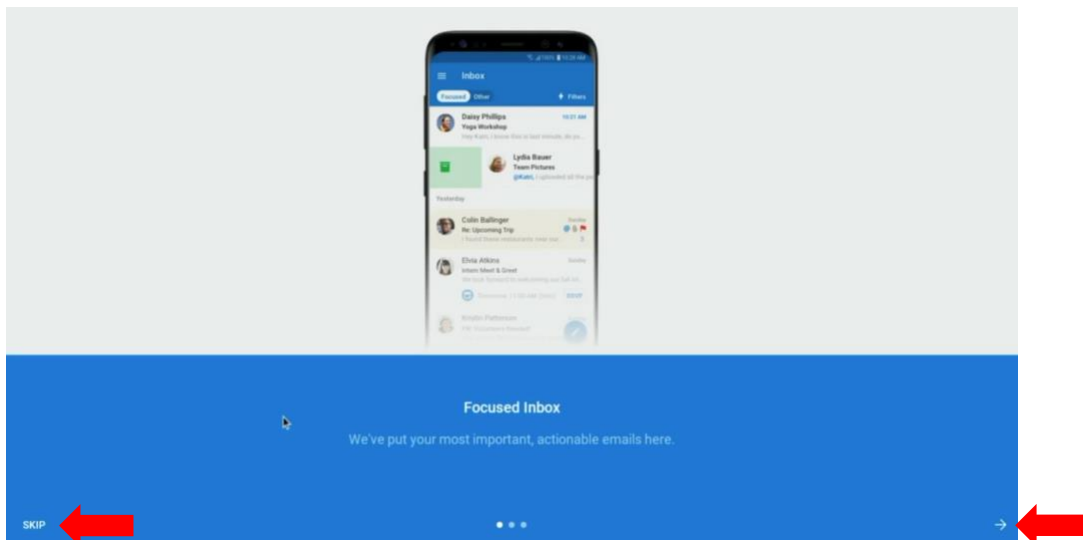
5. If you have multiple Outlook accounts, you may select “Continue” to add another. If not, select “Skip”.



Would you like to add another account now?



6. Proceed through the brief tutorial using the navigation options at the bottom of the screen.



7. You will be brought to your inbox.

