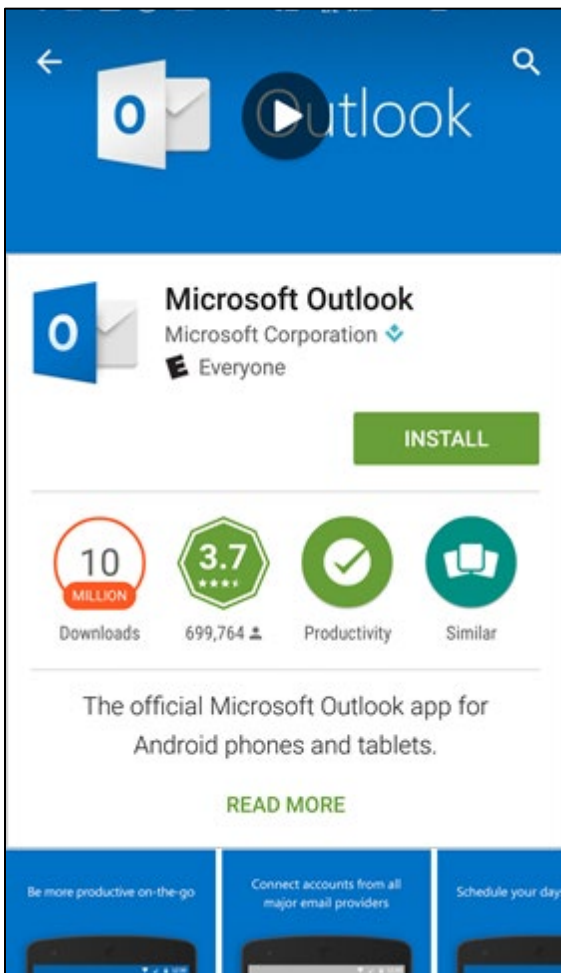


How to Configure the Android Outlook App for UA Email (for phones & tablets)

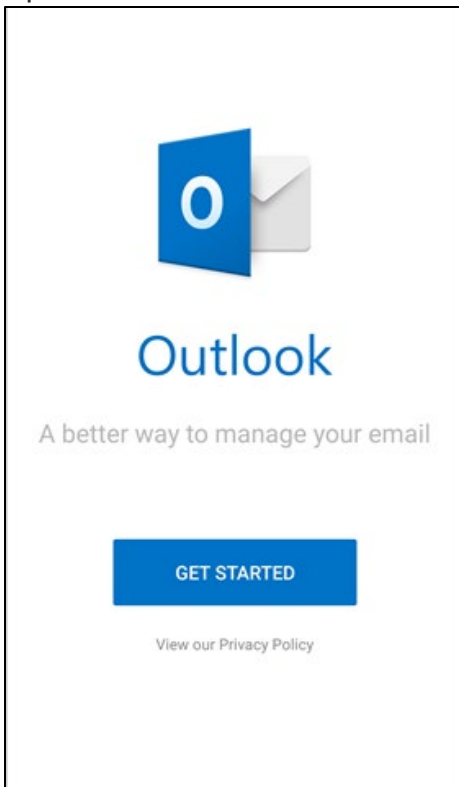
The Microsoft Outlook app is the recommended way to access your UA email and calendar on an Android device.

1. On your mobile device, go to the Google Play Store and install the [Microsoft Outlook app](#).

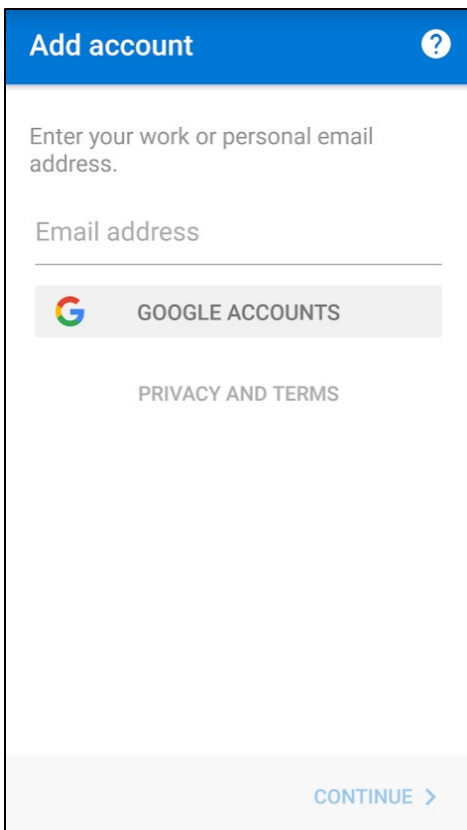


2. Open the app after it is installed.

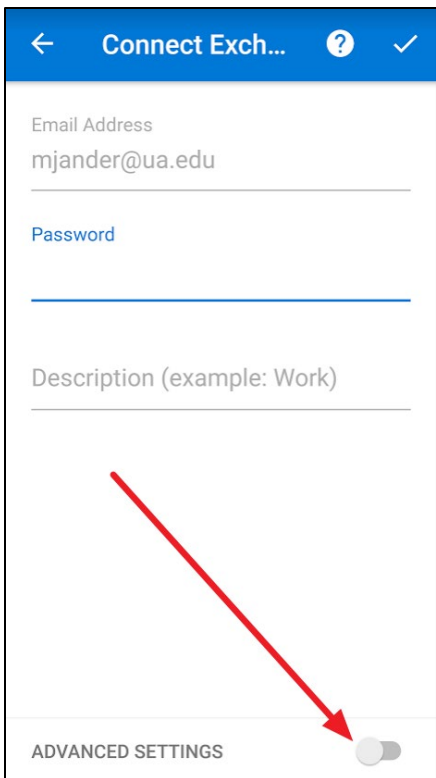
3. Tap **Get Started**.



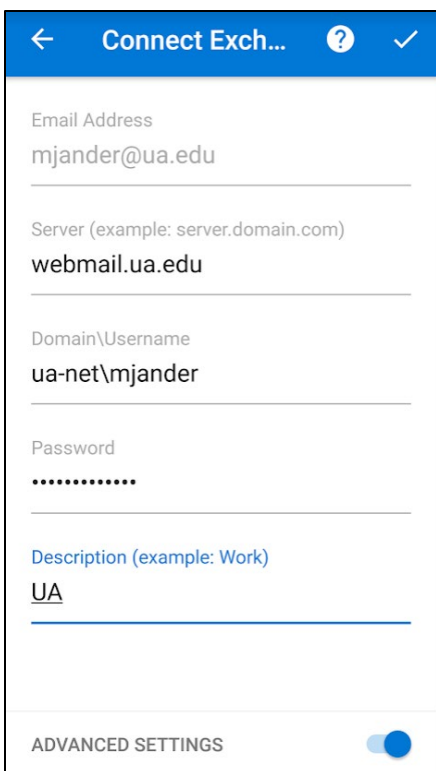
4. Enter your @ua.edu email address and then tap **Continue**. NO PASSWORD IS REQUIRED AT THIS POINT.



5. Tap the “**Advance Settings**” switch to view the next screen.

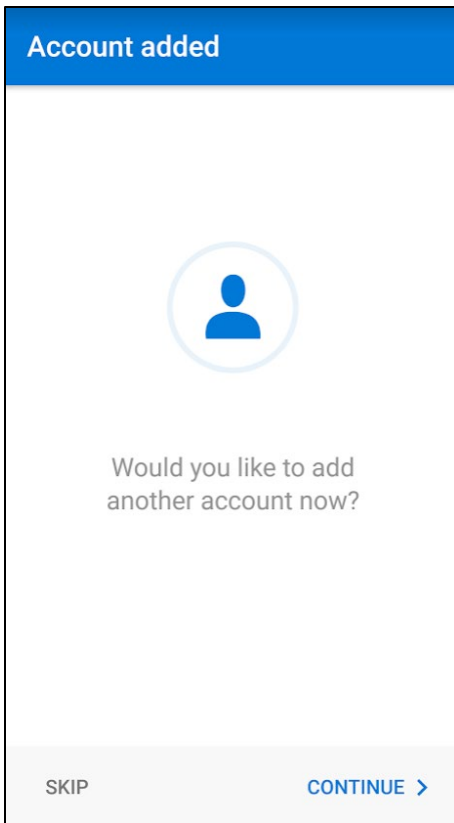


6. Enter **webmail.ua.edu** under Server, **ua-net\[your mybama username]** under Domain\Username, **your myBama password** under Password, and **UA** under Description.



When finished, tap the checkmark in the top right corner.

7. You have the option to add another account. Tap **SKIP** to proceed to your UA email in Outlook.



8. Review the screens that describe the Focused Inbox, Calendar, and Attach Files features. Your mailbox is now set up, and emails will start to sync to your device.