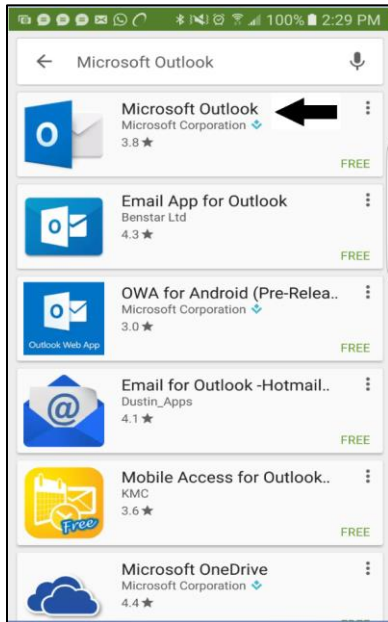
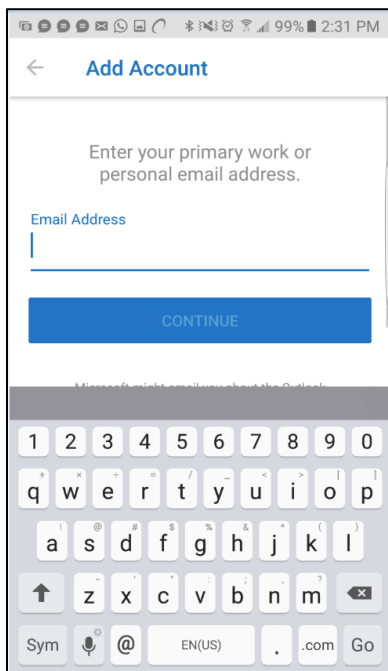


## Installing the Outlook App on an Android phone

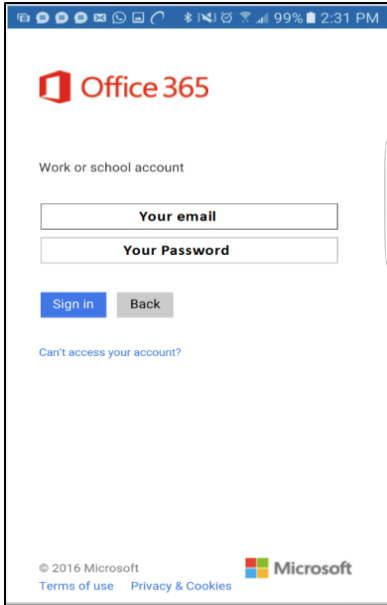
Click on the Play Store and type Microsoft Outlook. Select the app pointed by the black arrow on the image below.



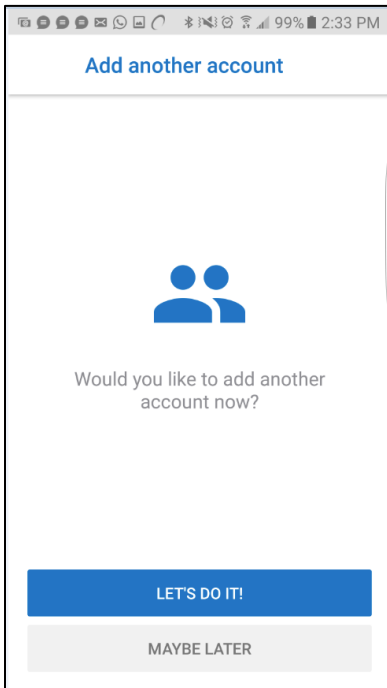
Open the Microsoft Outlook Application, and type in your City of Marco Island email address.



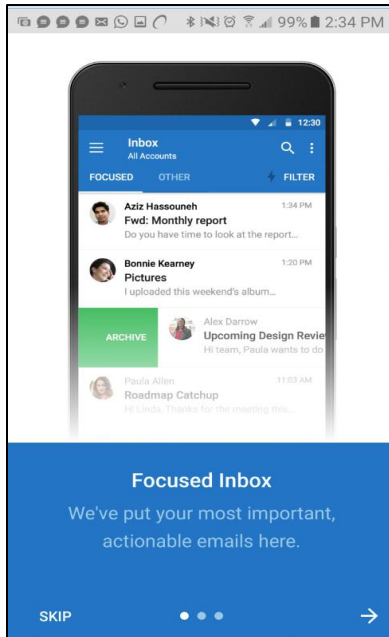
After arriving at the Office 365 page, type in your email address again, and enter your regular log-in password, and then click “Sign In”.



On the “Add another account” page, select “Maybe Later”.



Once your account has been added to the device, please take a moment to read the features of the App by pressing the “right” facing arrow.



When the App installation is complete, you will be directed to your Inbox. Welcome to Outlook 365.

