



Outlook Mobile App

Microsoft Outlook Mobile provides the best Office 365 experience for managing your e-mail, calendar, files, and contacts

The screenshot displays the Outlook mobile app interface with several email and calendar items. At the top, an email from Tony Stark is shown with the subject 'Vulture sighting' and the text 'Hey Bud, Found a hit on the Vulture. Let Spidey know to keep an eye out. -Stark'. Below this is a calendar event for 'Dinner' by Natasha Romanova, scheduled for June 15, 2016, from 7 pm to 9 pm (EDT). A notification indicates that the message content is missing. Further down, there is a green button labeled 'Archive and Mark as Read' next to a partially visible email snippet about moving to New York. Below that is a calendar event for 'Find Green Goblin' on Wednesday, June 15, 2016, from 11:30 AM to 2:00 PM (2 hrs, 30 mins). The event includes a status 'You are tentatively available.' with an 'RSVP' button and a question about rescheduling for Thursday. At the bottom, a navigation bar contains icons for Mail, Calendar, Files, People, and Settings.

Download and install the free app for use on your iOS, Android, or Windows mobile device:

1. Install the **Microsoft Outlook** application.
2. Launch the app and tap the **Get Started** button.
3. Accept the option to receive app notifications.
4. Key your e-mail address and tap the **Add Account** button.
5. Enter your Office 365 username and Humber password.
IMPORTANT: Your Office 365 username is `<YourHumberUsername>@humber.ca`
6. Tap on **Save** to complete.
7. Step through the tutorial or tap the **Skip** button.
8. Turn off the **Focused Mailbox** option in the app **Settings**.

Tip:

Customize your e-mail swipe options within Outlook settings. Choose between Archive, Delete, Schedule, Move, Flag, and more.