

Setup email on an Android phone

Follow the below steps to setup email on an Android phone.

Step-by-step guide

1. Download the Outlook app from the Android app store if you don't already have it.
2. Open the Outlook app.
3. Click on **Get Started**.

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Outlook

A better way to manage your email.

GET STARTED

4. Enter in your PBR email address.

×


Add account

?

Enter your work or personal email address.

test.user@pbr.org.au

@outlook.com@live.com.au@eq.edu.au@bigpo

 CREATE NEW ACCOUNT

PRIVACY AND TERMS

CONTINUE >

5. Enter your password and click on **Sign In**.



test.user@pbr.org.au

Enter password

[Forgot my password](#)

[Sign in with another account](#)

Sign in

6. Click on **Maybe Later**.

Add another account

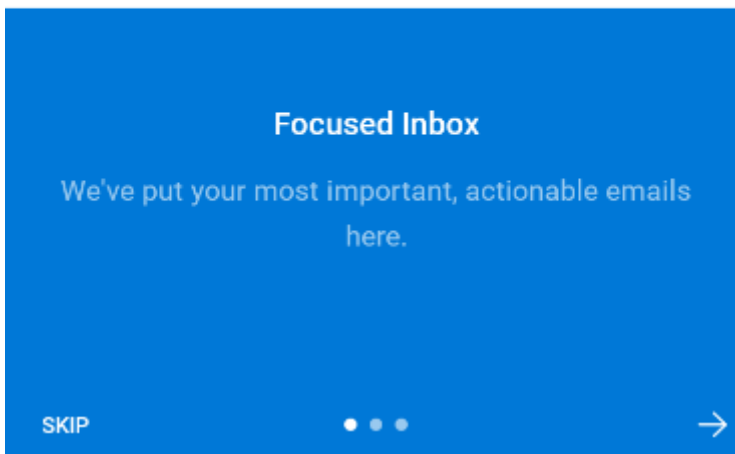
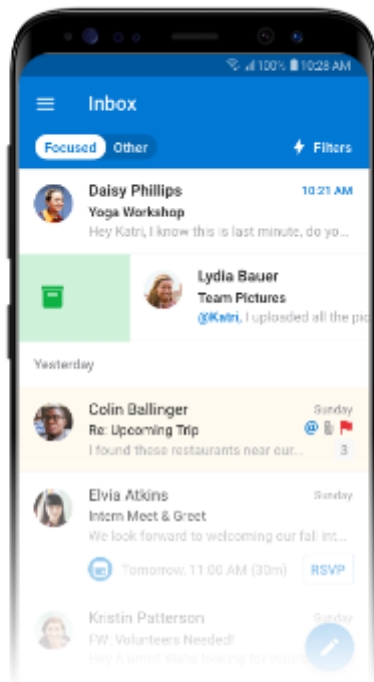


Would you like to add another account?

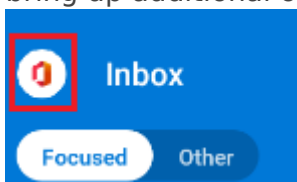
MAYBE LATER

ADD >

7. Click on the arrow to scroll through the instructions or press **Skip** to finish setup.



8. You will be taken to your Inbox. Click on the **Microsoft icon** in the top left hand corner to bring up additional options & see your other folders.



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