

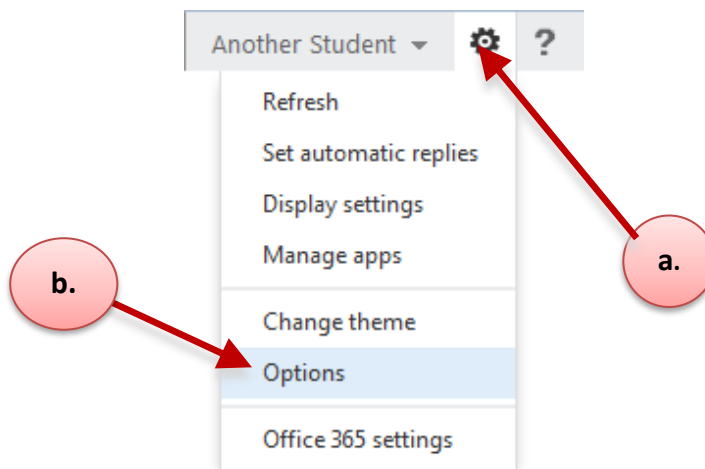
# Connecting Your Student Email To Your Mobile Phone or Device

Connecting your Student E-mail Account to your Mobile Phone or Device will help you in keeping up with documentation from and to your Instructor (s), other Students, and Faculty of Wallace Community College.

1. This can be as easy as downloading the Outlook App from your App store and logging in with your email credentials

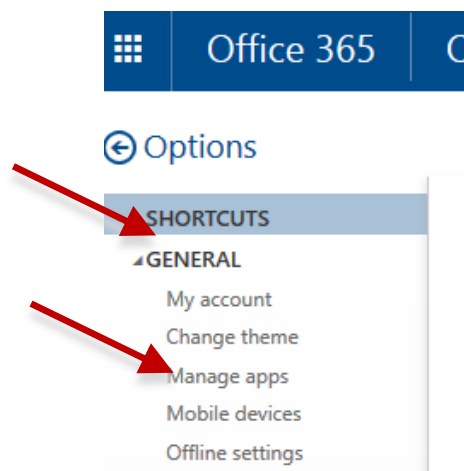
OR

The following steps in this Help Document will guide you through setting up your mobile phone or device.



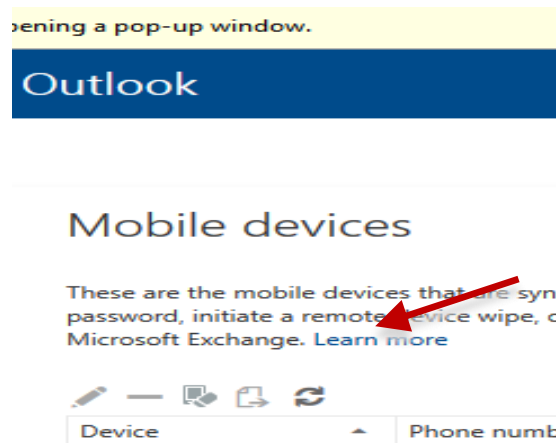
## 1. How to connect your Student E-mail Account to your Mobile Phone or Device :

- a. Click on **Office 365 Settings**.
- b. Once the **Office 365 Setting** dropdown list appears, Click on **Options**.



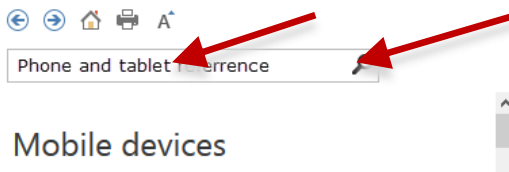
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- c. Under **Options**, click on **GENERAL**, and then click on **Mobile devices**.



- d. In your Mobile devices page, click on **Learn more**.
- e. You will receive a pop-up Blocker Options notification. Click on **Options** and click **Allow pop-ups for outlook.office365.com**.

## Outlook Web App for Office 365 Help



- f. You should see the **Support- Office.com** dialog box open. Click in the search text box and type "**Phone and tablet reference**", and click on **search**.

The steps you use to set up your mobile phone or tablet will be different depending on the operating system it uses. The most common operating systems on mobile phones and tablets include Android, BlackBerry®, iOS, Symbian, Windows Mobile, Windows Phone, and Windows RT.

**NOTE** If you have an Office 365 email account see [Set up and use Office 365 on your phone or tablet](#) for information about how to use Office 365 on your phone or tablet.

For information about connecting a desktop email program to your account, see [Email program setup reference](#).

### In this article

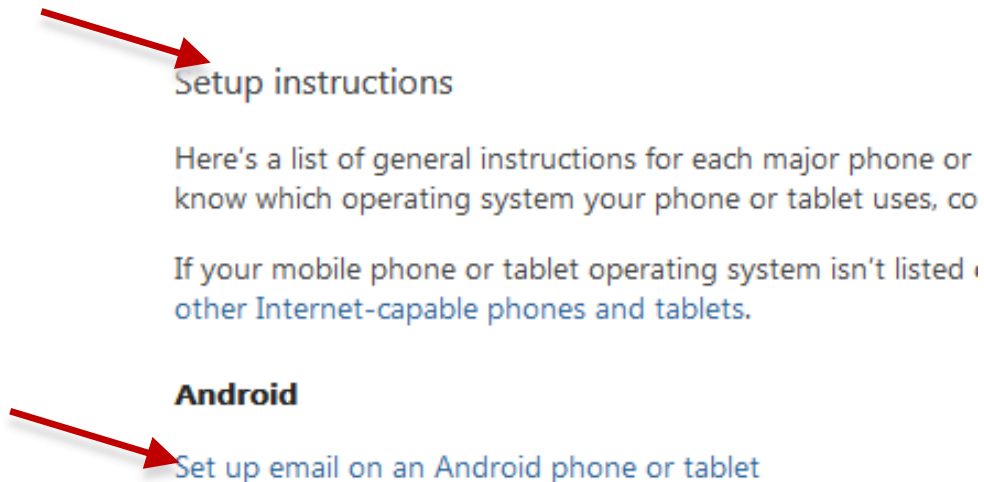
- ↓ [Phone and tablet operating systems](#)
- ↓ [Exchange ActiveSync and POP3/IMAP4](#)
- ↓ [Setup instructions](#)
- ↓ [Android](#)



## Connecting Your Student Email To Your Mobile Phone or Device

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- g. Scroll down and click on one of the following:
  - i. Go to: [Set up and use Office 365 on your phone or tablet](#).
  - ii. Click on **Setup instructions** link.



2. For **Setup instructions** link, you should see a list of devices.
  - a. Click on the link Set up email on \_\_\_\_\_. For example, if you use a Android device, you would click on the **Set up email on an Android phone or tablet** link located under **Android**.
  - b. If you scroll down to **Set up Microsoft Exchange email on \_\_\_\_\_**, you will see a list of instructions that will help you in setting up your device. For example, If you have a **Android**, you would scroll down till you see **Setup Microsoft Exchange email on an Android** and follow the instructions listed.

**You can find more information about Microsoft Office 365 for Student Email at the following links:**

- Mobile devices [FAQ](#).
- Help with selecting mobile device using [Outlook Web App for Office 365 Help](#).
- For more Student Email Information go to: [How To Documents](#)

