

Set up Outlook for Android for the first time

1. Open the Outlook for Android app on your Android device.
2. Select **Add Account** to add one of your existing email accounts, or **Create New Account** if you want to create a new Microsoft account.

If you select **Add Account**, enter your email address and follow the prompts to authenticate the account.

- Outlook may detect and pre-select your email account. Tap **Continue** to add that account, or tap **Skip this account** to enter the email address of a different account, and then enter your password and follow the prompts.
- If multi-factor authentication is enabled for your email account, follow the instructions to verify the account.