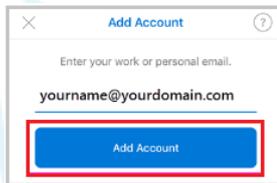# Setting up Outlook on iOS

1. Download and open the **Microsoft Outlook app** from the **Apple App Store**.
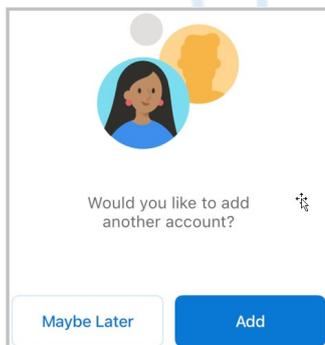

2. If it is your first time using the app, type in your **email address** and click **Add account.** If not go to **Settings**, click **Add account** and **Add email account**.

3. Enter your email password and click **Sign in**.

4. If 2 factor authentication (2FA) is enabled, a code will be sent to your iOS device. Type in this code.

5. You will be asked **Would you like to add another account?** If yes, click **Add** and follow the instructions. If no, click **Maybe Later**.

6. You are now set up on your iOS device and able to see your emails.