



Go to the Play Store and download the Microsoft Outlook app.

Once the app is open, touch the Gear icon at the bottom left to open Settings.

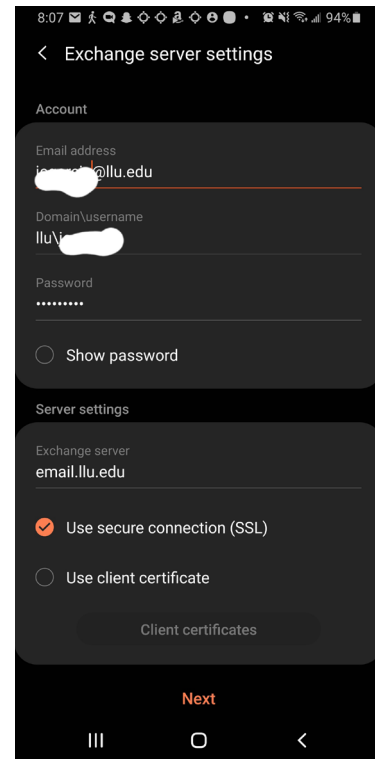
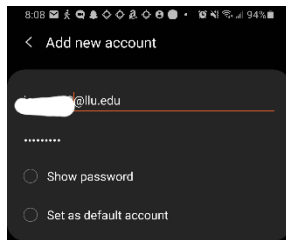
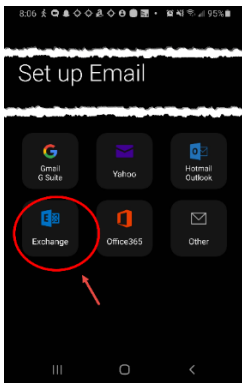
Choose Add Mail Account

Enter your @LLU email address and select Create New Account

Choose Exchange as the account type.

Then Select Exchange, then

Enter your email address and password



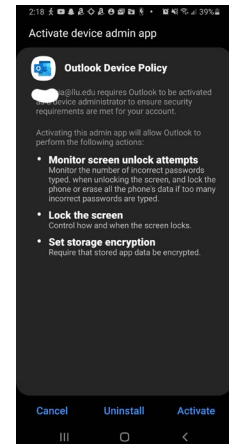
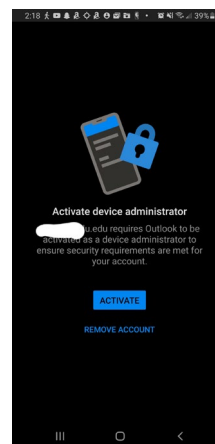
You will need to enter some information manually.

Your domain\username will be: **llu\username**  
In some cases your username may be your EID number.

The Exchange server name is: **email.llu.edu**

Leave the Use secure connection (SSL) checked.

You will be asked to Activate the device administrator. This simply allows LLU to be able to manage the mail in the Outlook application. You will also need to activate the Outlook Device Policy which allows for the level of security required to have LLU mail on your phone.



Click Next and you are done. If a warning message pops up you can click OK to continue.



LOMA LINDA UNIVERSITY  
Information Services  
Help Desk

## Using Microsoft Outlook on Android



If you have any issues with this please contact the  
LLU Help Desk using the information below.