

Guide to setup Outlook mail on Android

First you need to delete your SDU-account, and then you can set it up again.

Removal of account:

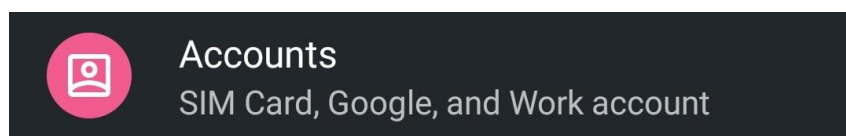
Step 1:

Start by going to your device's settings



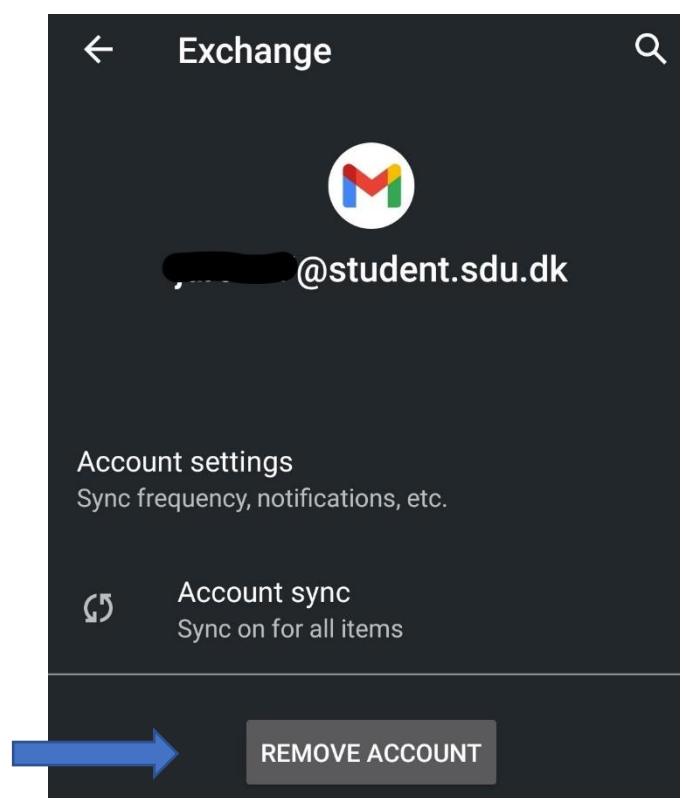
Step 2:

Scroll down and find "Accounts" in your settings.



Step 3:

Choose your SDU-account and click on "Remove account"

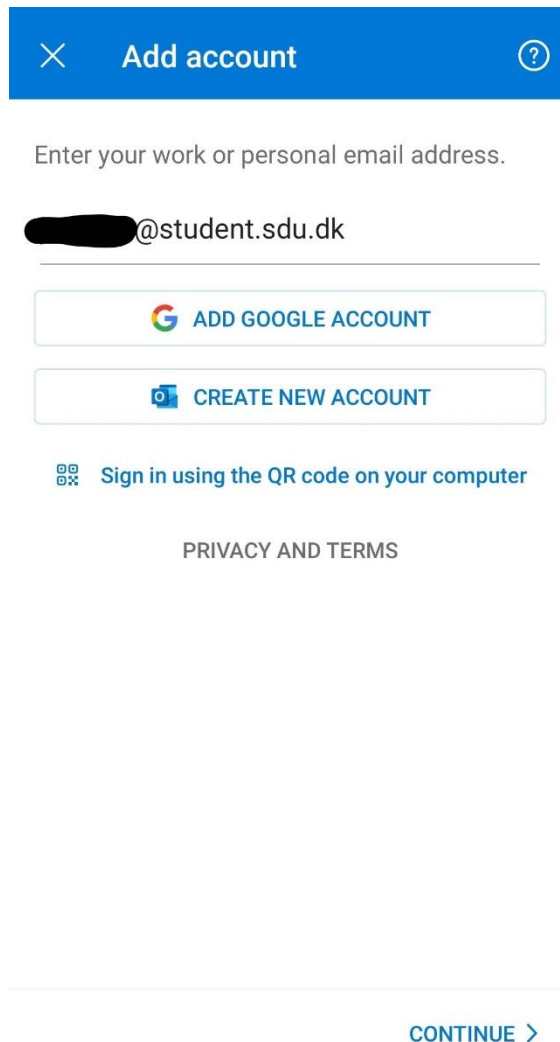


If you don't have the Microsoft Outlook app and want to add an account, follow step 4-6.
If you have the Microsoft Outlook app and want to add an account, follow step 7-9.

Set up Microsoft Outlook (for the first time)

If you don't have the Microsoft Outlook app, you can download it from the Play Store

Step 4: Open the app and write your student-mail, then click 'continue'



×

Add account

?

Enter your work or personal email address.

██████████@student.sdu.dk

ADD GOOGLE ACCOUNT

CREATE NEW ACCOUNT

Sign in using the QR code on your computer

PRIVACY AND TERMS

CONTINUE >

Step 5: You will then enter the following site. Login with your student-mail and your password to your SDU-account.



Sign in with your organizational account

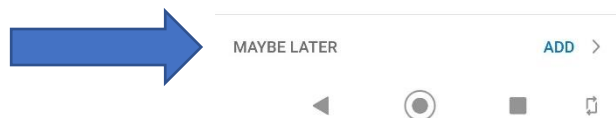
Sign in

Step 6: Click on "Maybe later"

Add another account



Would you like to add another account?

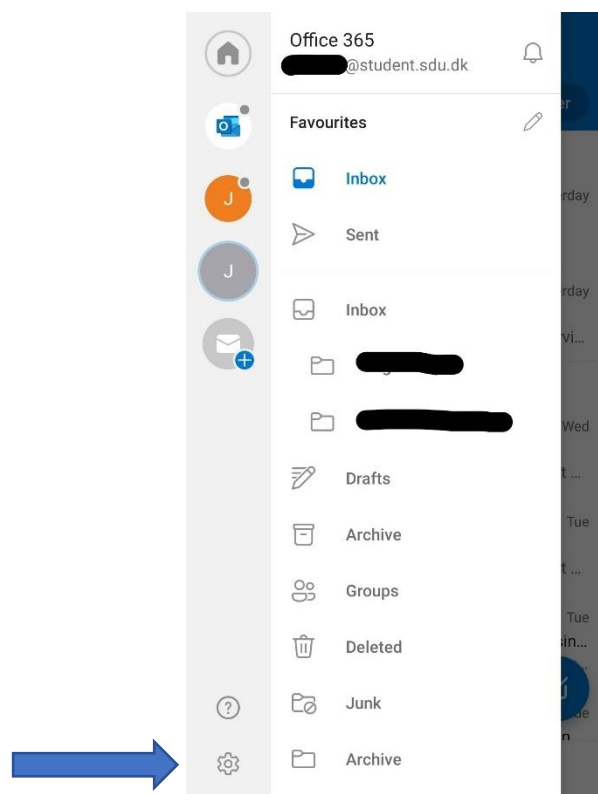


Your SDU-mail has now been set up in the app.

Add an account to the Microsoft Outlook app (If you already use Outlook with your private account)

If you already have the Microsoft Outlook app and need to add a new account, follow step 7-9.

Step 7:
Open Outlook and go to settings.





Step 8:
Click "Add mail account", enter your student-mail and then 'continue'.


× Add account ?

Enter your work or personal email address.

[REDACTED]@student.sdu.dk

 ADD GOOGLE ACCOUNT

 CREATE NEW ACCOUNT

 Sign in using the QR code on your computer

PRIVACY AND TERMS

CONTINUE >

Step 9:
Log in with you student-mail and your password to your SDU-account.

Your SDU-mail is now added to you mail app.