

# Set up email in Outlook for iOS mobile app

Note: Please ensure you have already configured multi-factor authentication for your account.

# 1.

[Download Outlook for iOS](#) from the iOS App Store and then open it.

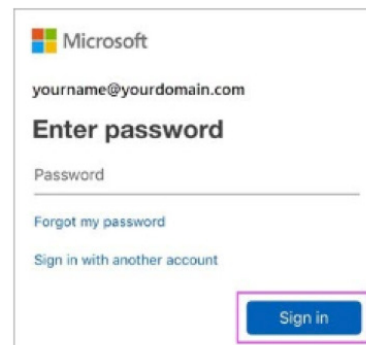
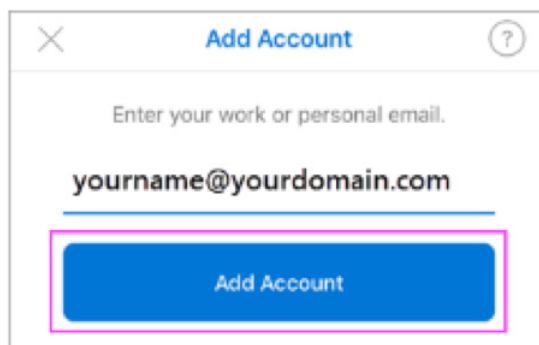
# 2.

If it's your first time using Outlook for iOS, enter your full email address, then tap **Add Account**.

If not, open the **Menu** > tap **Settings** ⚙️ > **Add Account** > **Add Email Account**.

# 3.

Enter your email account (first.surname@wales.nhs.uk, click **Add Account** and then enter your password and tap **Sign In**.





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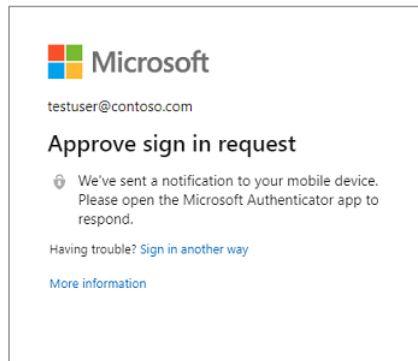
Iechyd Cyhoeddus  
Cymru  
Public Health  
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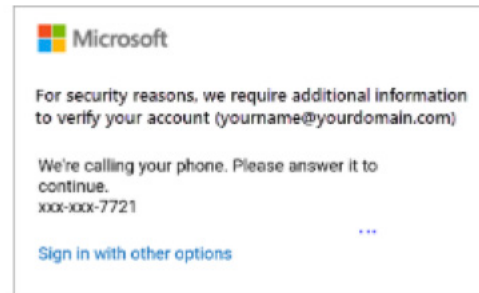
# 4.

Verify your identity using the Microsoft Authenticator App or text message depending on how you previously configured multi-factor authentication. Accept any prompts for permission you may receive.

## Authenticator app



## Text message



# 5.

Swipe through the features and you're now ready to use Outlook 365 for iOS.

You will be prompted to create a PIN passcode to protect the Apps on your device (Enter your PIN) or use FaceID.

# 6.

Please uninstall the Airwatch (Boxer) and Airwatch Hub apps.

You can also follow the same process for the other Office 365 Apps.

