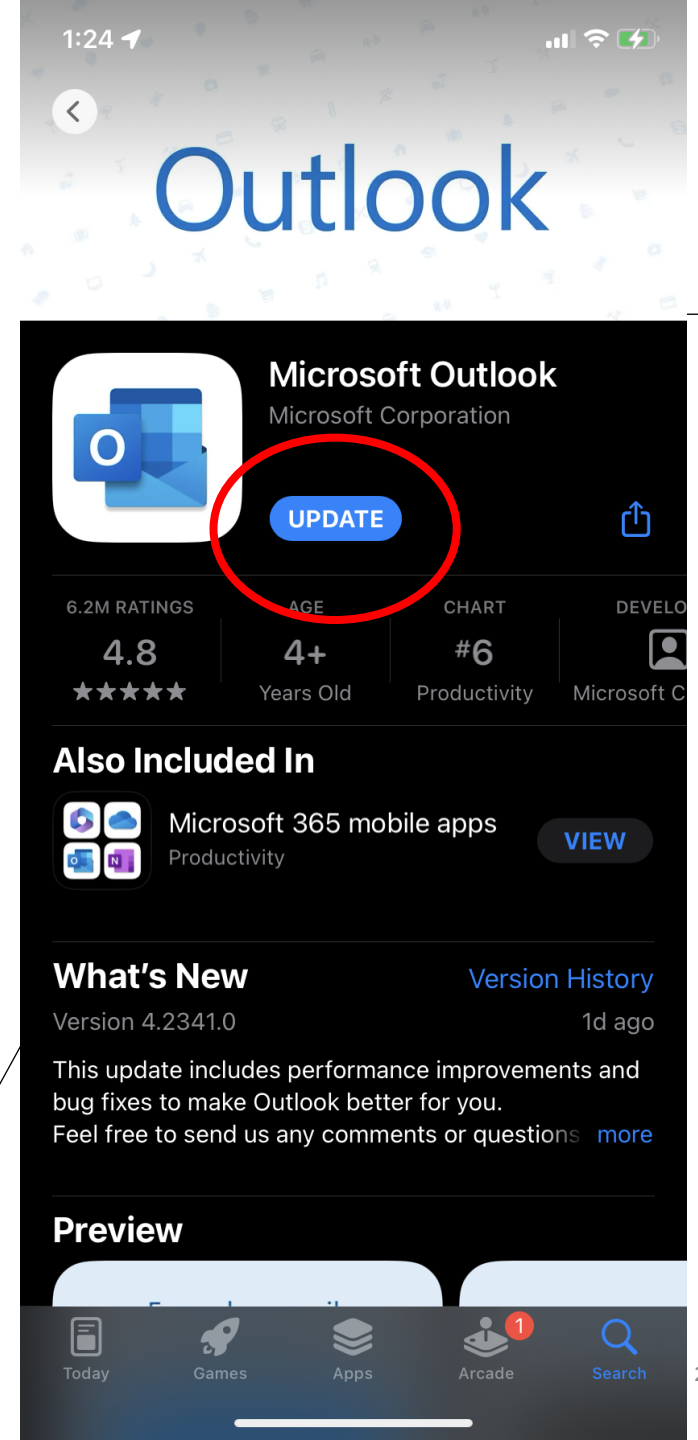# HOW TO:
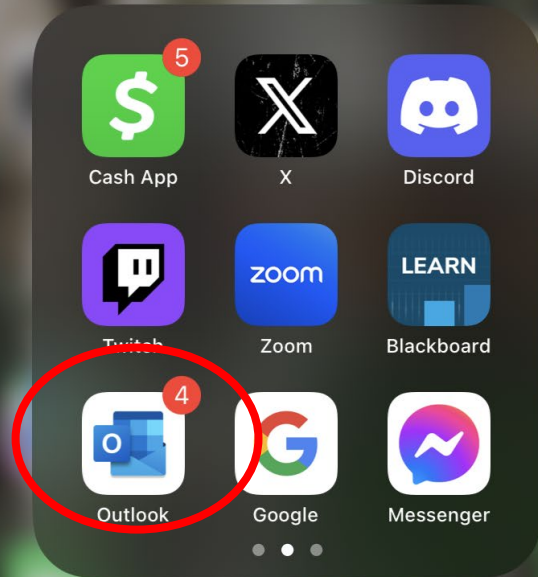
CONNECT OUTLOOK ON IPHONE (APP)
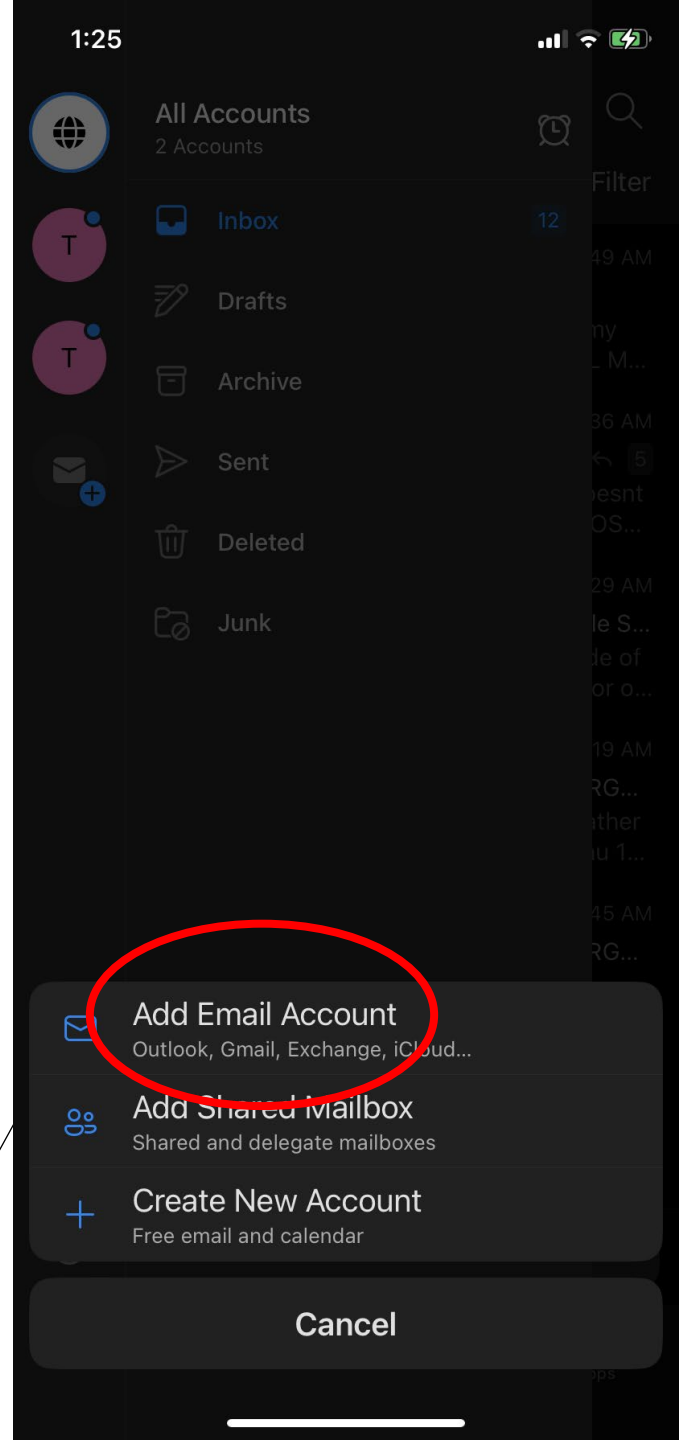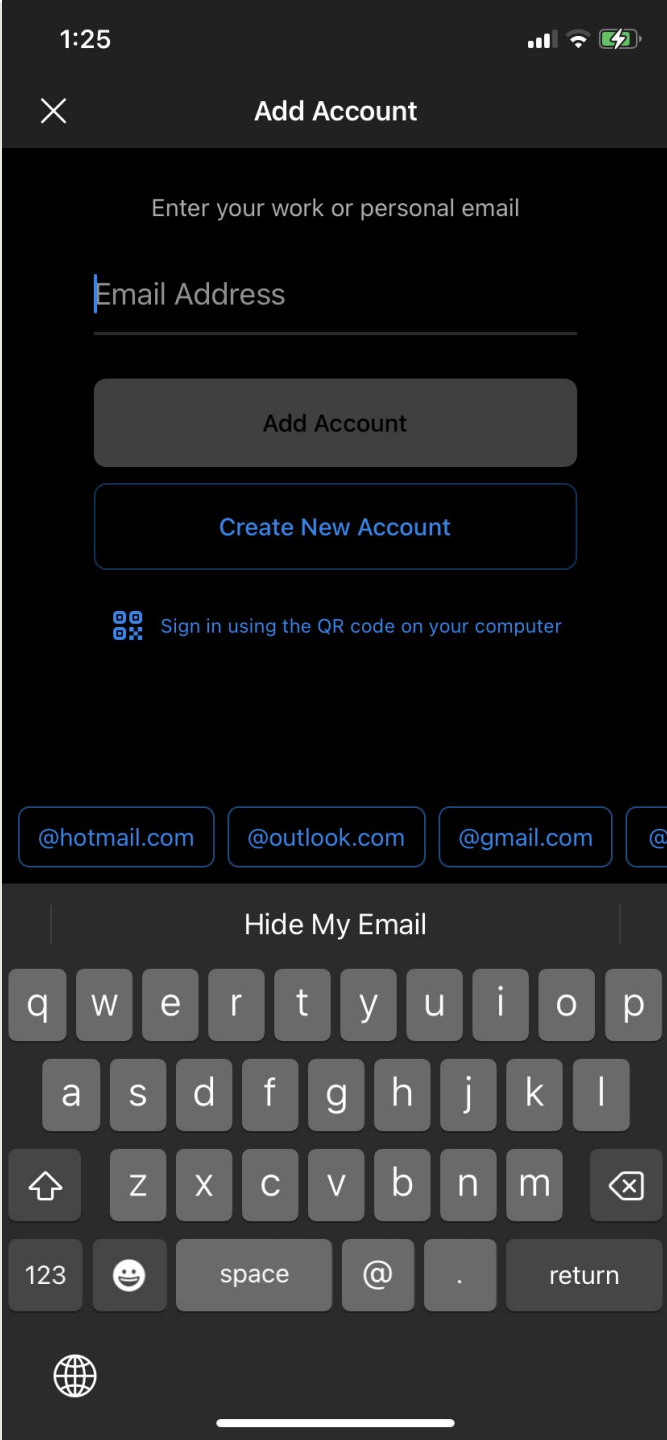
1. Go to the app store and download Microsoft Outlook

2. Locate and Open the Outlook App

3. Select "add email account"

1. Type in your JU email address (the first letter of your name then the first 6 digits of your last name and then @jacksonville.edu for students @ju.edu for staff)
2. Add the account