

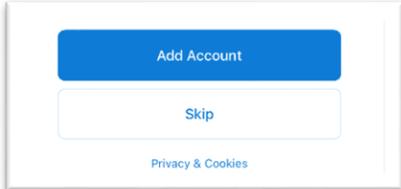
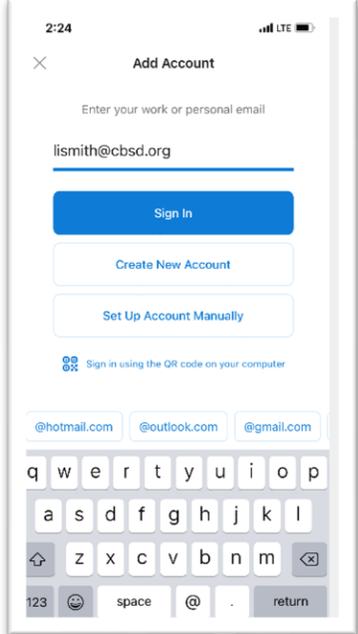


CENTRAL BUCKS
SCHOOL DISTRICT

Configuring CBSD Email on the Outlook App

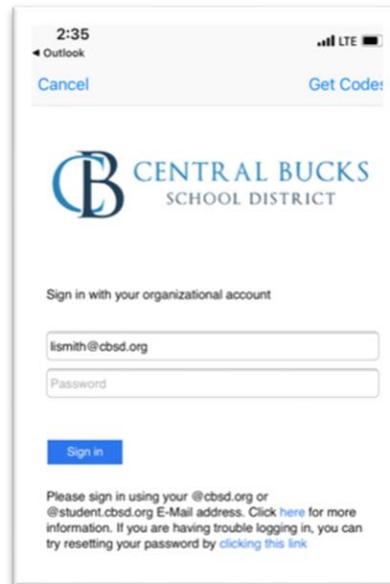
As of June 23rd, 2021, CBSD email will only work on mobile devices via the Outlook App.
Please follow the instructions below to setup email on your cell phone or tablet.

Examples of previous native mail apps that <u>will no longer be supported.</u>	Microsoft Outlook App that needs to be installed for users wishing to access email on a mobile device.
<p data-bbox="248 678 378 705">Apple iOS</p> <p data-bbox="553 678 659 705">Android</p>  	<p data-bbox="1118 678 1224 705">Outlook</p> 

<p>1. Install the Microsoft Outlook App onto your mobile device from the app store.</p>	<p>If you have trouble finding it, click here: Microsoft Outlook for iOS and Android Microsoft 365</p>
<p>2. Open the Outlook app.</p>	
<p>3. If this is the first time you've opened the Mail app, you'll see a Welcome page. Select Add account to get started.</p> <p>4. Type your full CBSD email address and click Sign In.</p>	 

5. Enter your CBSD email and password on the Central Bucks login page.

**Note: If you use the Authenticator App or have Multi-factor Authentication on, you may be asked to verify at this step.*



6. You are now ready to use the Microsoft Outlook app.

7. To add a personal email address to the Outlook app, just hit the "Add Account" button.

