



Podešavanje Outlook mobilne aplikacije na Android/iPhone (Outlook App)

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Podešavanje Outlook mobilne aplikacije na Android (Outlook App)

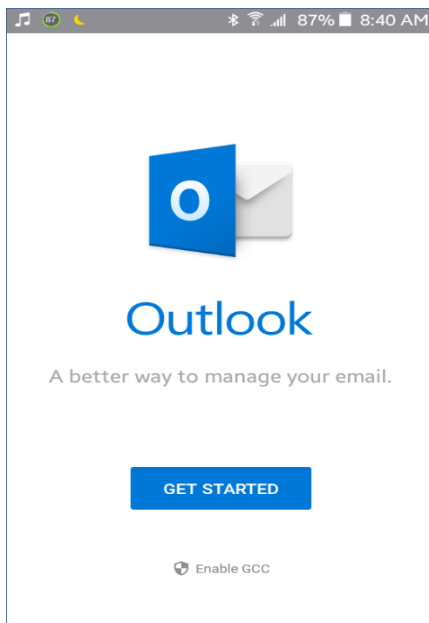
1. Install and open the Outlook app on your Android phone or tablet.

Note: Make sure that you select the Microsoft Outlook app, and not the native Android mail app.

2. If you are **not** using Outlook for other email accounts, you will be brought to the **Add Account** screen.

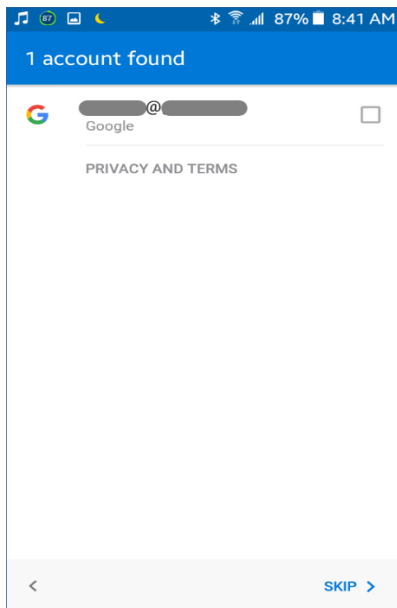
- Tap the **Menu**
- Tap the **Gear** icon
- Tap **Add Account**

Otherwise, click **Get Started**



Uncheck any current accounts that **Outlook for Android** found on your device

- Tap **SKIP**



3. At the **Add Account** screen:

- Enter your **email address**
- Tap **CONTINUE**

4. Fill in the **Password** field and, if you wish, the **Description** field.

Turn on the **Use Advanced Settings** button.

5. In the **Server** field enter your server name **mail.qsscloud.ba**
If you are unsure of your server name, contact your administrator.

Enter you **Email address** in the **Domain\Username** field



Tap the **check mark** in the top right-hand corner

This is a screenshot of the 'Connect Exchange' screen in the Outlook for Android app. The screen has a blue header with a back arrow, the text 'Connect Exchange', a help icon, and a checkmark. Below the header are several input fields: 'Email Address' with the value 'you@yourdomain.com', 'Server (example: server.domain.com)' with the value 'mail.qsscloud.ba', 'Domain\Username' with the value 'you@yourdomain.com', and 'Password' with a series of dots. There is also a 'Description (example: Work)' field with a blue underline. At the bottom, there is a section for 'ADVANCED SETTINGS' with a toggle switch that is turned on.

Your account should now be added to Outlook for Android.

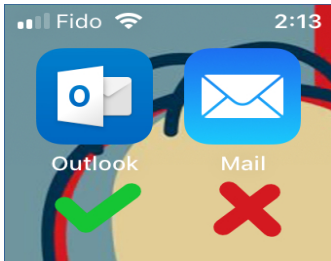
6. (optional) To add another account, tap **CONTINUE**, otherwise, tap **SKIP**.

This is a screenshot of the 'Account added' screen in the Outlook for Android app. The screen has a blue header with the text 'Account added'. Below the header is a large blue circular icon of a person's head and shoulders. Underneath the icon, the text reads 'Would you like to add another account now?'. At the bottom of the screen, there are two buttons: 'SKIP' on the left and 'CONTINUE >' on the right.

Podešavanje Outlook mobilne aplikacije na iPhone (Outlook App)

1. Install and open the **Outlook** app on your iPhone, iPad or iPod touch.

Note: Make sure that you select the Microsoft Outlook app, and not the native iOS mail app.



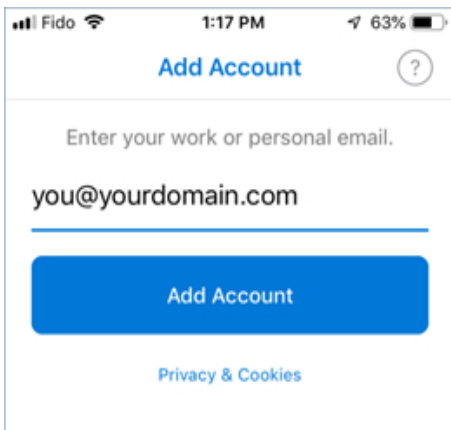
2. If you are not using Outlook for other email accounts, you will be brought to the **Add Account** screen.

If you **are** using Outlook for other email accounts, first:

- Tap the **Menu**
- Tap the **Gear** icon
- Tap **Add Account**

At the **Add Account** screen:

- Enter your **email address**
- Tap **Add Account**



3. Fill in the **Password** field and, if you wish, the **Description** field.

Turn on the **Use Advanced Settings** button.

This is a screenshot of the 'Add Exchange Account' screen in the Outlook for iOS app. The status bar at the top shows 'Fido' as the carrier, a Wi-Fi signal, the time '1:22 PM', and a battery level of '62%'. The screen title is 'Not Exchange' with a question mark icon. Below the title is the Exchange logo. The form contains the following fields: 'Email Address' with the value 'you@yourdomain.com', 'Password' with a masked password of 12 dots, and 'Description (e.g. Work)'. At the bottom, there is a toggle for 'Use Advanced Settings' which is currently turned off, and a large blue 'Sign In' button.

4. In the **Server** field enter your server name **mail.qsscloud.ba**
If you are unsure of your server name, contact your administrator.

Leave the **Domain** field blank

Tap **Sign In**

Your account should now be added to Outlook for iOS. Continue to the next steps to see where to find other settings.

This is a second screenshot of the 'Add Exchange Account' screen in the Outlook for iOS app, showing the next step in the setup process. The status bar at the top shows 'Fido' as the carrier, a Wi-Fi signal, the time '1:21 PM', and a battery level of '62%'. The screen title is 'Not Exchange' with a question mark icon. The form contains the following fields: 'Email Address' with the value 'you@yourdomain.com', 'Password' with a masked password of 12 dots, 'Description (e.g. Work)', 'Server' with the value 'mail.qsscloud.ba', 'Domain (e.g. domain.com)', 'Username' with the value 'you@yourdomain.com', and a toggle for 'Use Advanced Settings' which is now turned on. At the bottom, there is a large blue 'Sign In' button.



5. (optional) To add another account right away, tap **Let's Do it!**, otherwise, tap **Maybe Later**.

