

Configuring Outlook on the iPhone for M365 Accounts

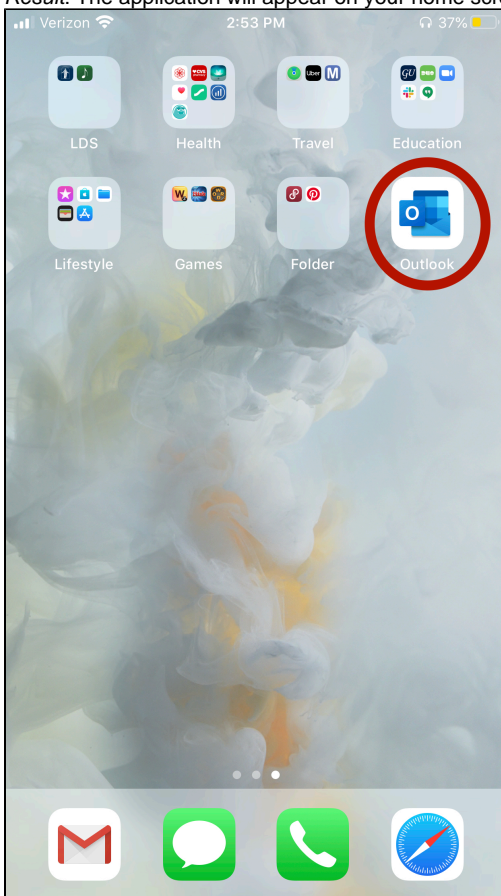
Configuring Outlook on the iPhone for M365 Accounts

How to Configure Outlook on the iPhone

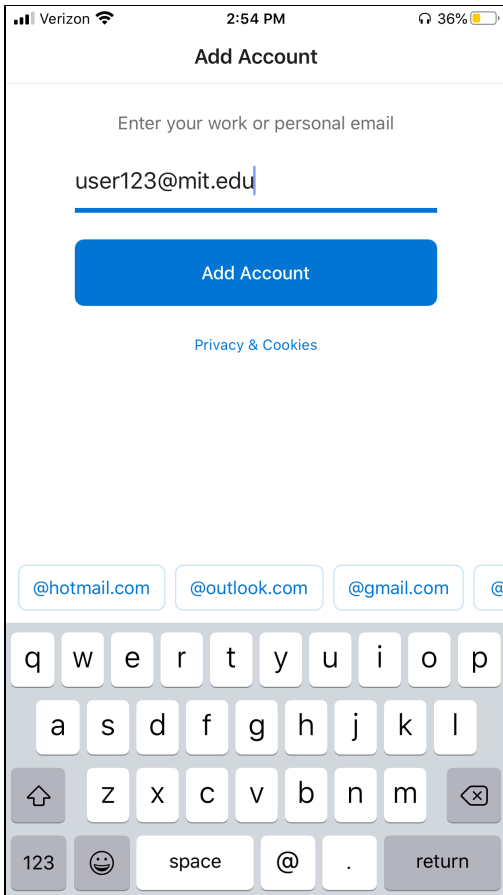


***NOTE:** These instructions are for users with inbox on **Microsoft 365** and not **Exchange**.
This can be checked by looking at the Guide found [\[Here\]](#)

1. In the App store, download the Microsoft Outlook application.
Result: The application will appear on your home screen.




2. Click on the app to open it.
Result: The app will open to the **Add Account** screen.



3. Enter your MIT email (including the "@mit.edu").
Result: You will be brought to the Exchange screen to add more information about the account.

Verizon 3:00 PM 36%

< Not Exchange ?

 Exchange

Email Address
user123@mit.edu

Password

Description e.g. Work


Use Advanced Settings ☐

Sign In

q w e r t y u i o p
a s d f g h j k l
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. ? 123 😊 🎤 space next

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< Not Exchange ?

 Exchange

Email Address
user123@mit.edu

Password

Description e.g. Work

Use Advanced Settings ☐

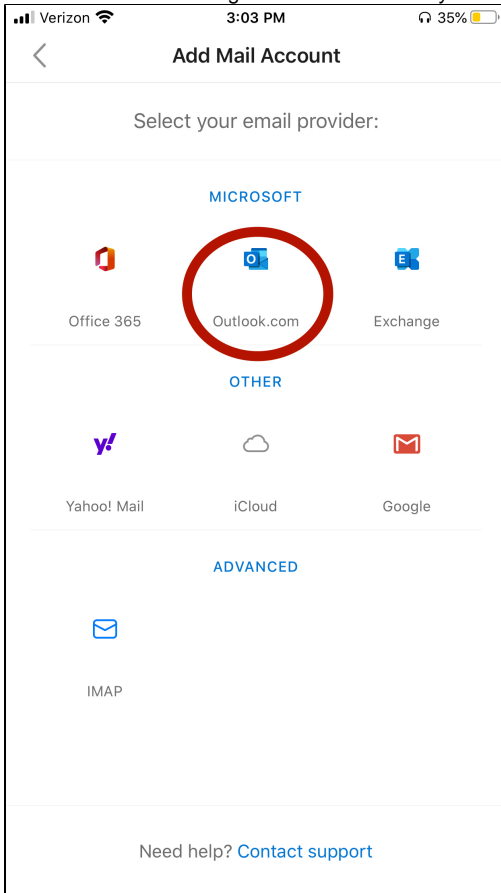
Sign In

Change Account Provider

Contact Support

Cancel


4. In the top right corner of the screen, click on **Not Exchange**, and then select **Change Account Provider**.
Result: You will be brought to a screen where you can select your mail account provider.



5. On the **Select your email provider** screen, select the Outlook.com icon.
Result: You will be brought to the Microsoft Sign in page.

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< ?

 Microsoft

Sign in



user123@mit.edu

No account? [Create one!](#)

[Sign-in options](#)

[Terms of use](#) [Privacy & cookies](#) ...

6. Enter your MIT email (including the "@mit.edu"). Then select **Next**.
Result: You will be brought to the Touchstone Authentication page.

3:09  LTE 

◀ Search

< Not Office 365 ?

Touchstone@MIT test settings help

Welcome, please identify yourself to access MIT services.

Have an MIT certificate?

☐ [Use Certificate - Go](#)

☐ Always login with this

Certificates are your key to secure web services at MIT. Such as Benefits, Request Tracker, SAPWeb, and WebOS and the preferred way to access MIT servers.

No certificate? Use Kerberos username

Username: @mit.edu

Password: [login](#)


If you don't have a certificate installed on this machine, you may login using your MIT username (the @ character before your @mit.edu email address) and your Kerberos password.

Have Kerberos tickets?

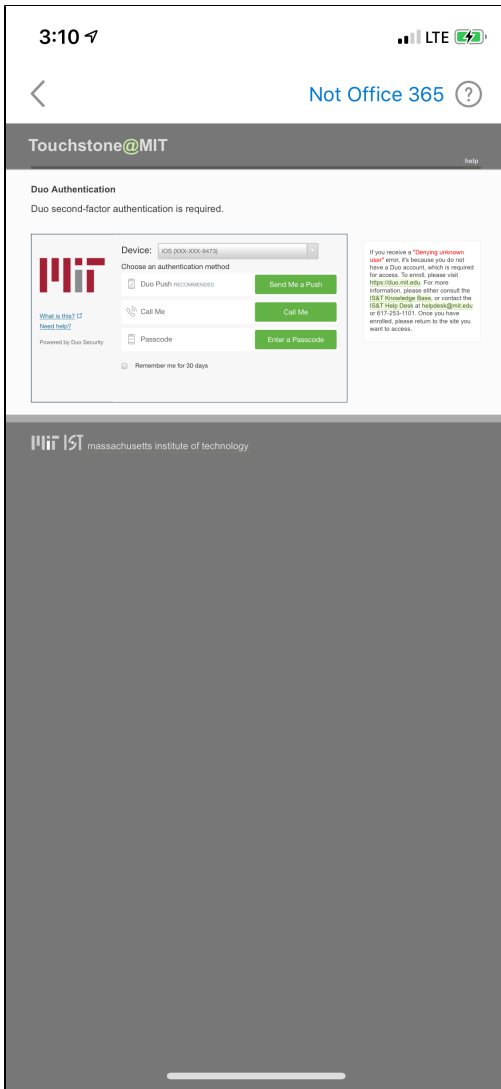
☐ [Use existing tickets - Go](#)

☐ Always login with this

Using your Kerberos tickets to authenticate to MIT Touchstone requires correct browser configuration. This option is useful for Chrome and Win.MIT.EDU users.

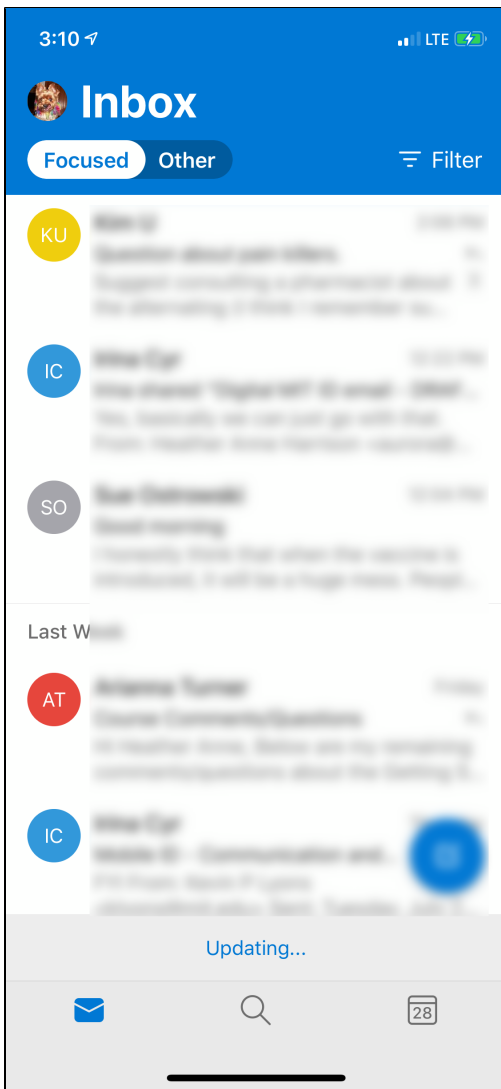
 MIT massachusetts institute of technology

7. Enter your Kerberos username and password.
Result: You will be brought to the Duo Authentication page.



8. Authenticate with Duo.

Result: You will be brought to your MIT Outlook mailbox.



See Also

- [Microsoft 365 - Email and Calendaring Landing Page](#)

Have Questions or Still Need Help?

- [Contact the IS&T Service Desk](#)