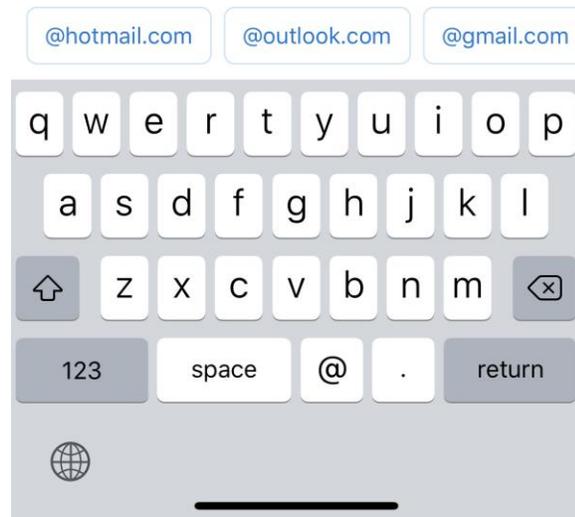
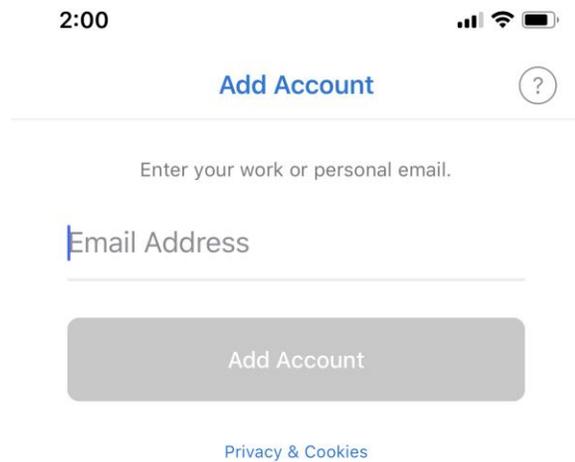


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Enter your email address (username@sacredheart.edu)



Then click Add Account

After you click Add Account, you will see this screen:

Enter your network password, NOT APP PASSWORD

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Enter password

Password

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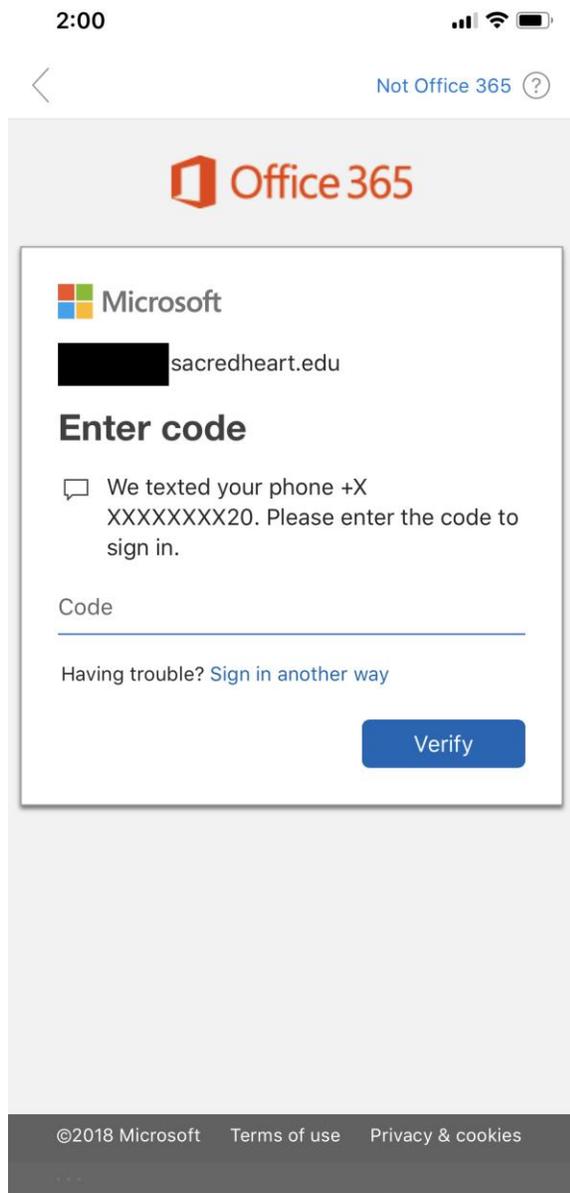
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After clicking Sign In, you will see this screen:



Enter the code that was sent to you via text message

After you enter the code, Click Verify

Now you're all set and have access to your email via the Outlook app

If you need any assistance, please contact the Factory at 203-365-7575