

Step 01

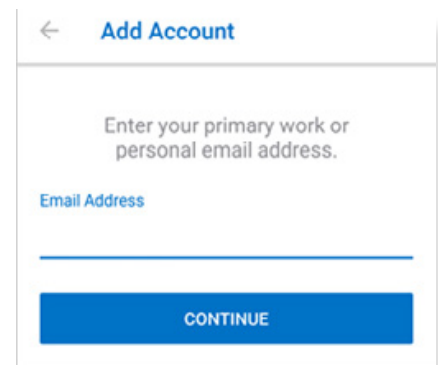
The Microsoft Outlook app is the recommended way to access your Office 365 email and calendar on an Android device.

To setup your email on your mobile device –
Go to the Google Play Store and install the Microsoft Outlook app
When the app has finished installing



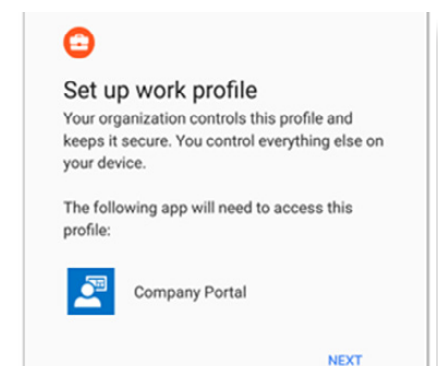
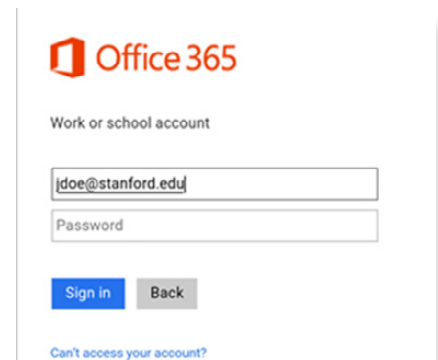
Step 02

When the app has finished installing open it and tap Add Account.
Enter your TriaFed email address and then tap Continue.
Enter your password you have set up for your TriaFed email, click Sign-in
Enter the code from your Microsoft Authenticator then click verify



Step 03

You will then be prompted to download Intune Company Portal, click on 'go to store'
Click install then open when the download completes



A vertical line with two blue circular dots at the top and bottom, positioned to the left of the step headers.

Step 04

Sign-in to the company portal application with your TriaFed email, password, and authenticator again.

Go back to the Outlook application and click continue

Step 05

Sign-in once more with your TriaFed email, password and authenticator and you should now have access to your email!

If you are stuck and in need of assistance please submit a help desk ticket to HELPDESK@TRIAFED.COM and a technician will reach out.