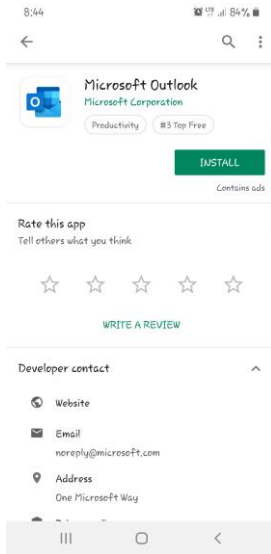


Set up email on your Cell Phone

1. Open your app store and search for Outlook. Download the Microsoft Outlook App.

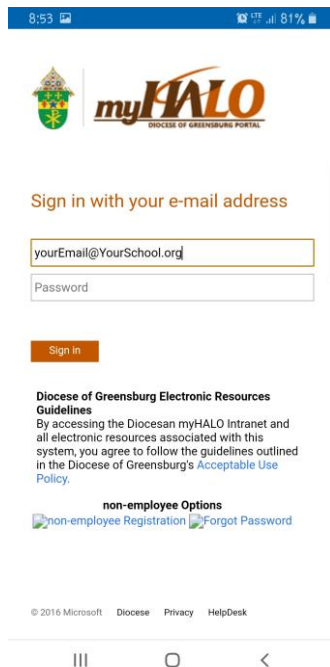
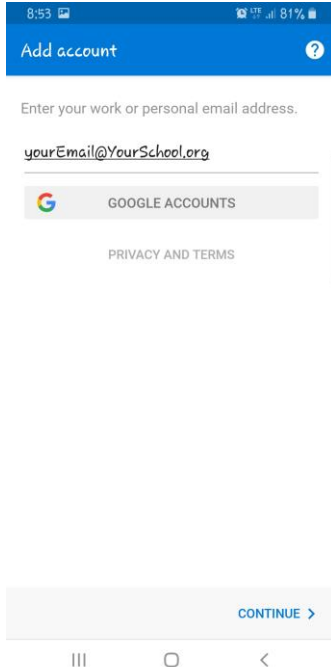


2. Start the Outlook App. Click Get Started.

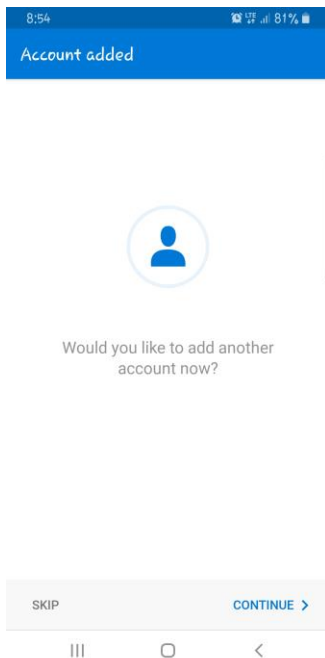


3. On the next screen, type your school email address. Your address will be your last name followed by your first and middle initial. GCC student addresses end in @gcchs.org Geibel student addresses end in @geibelcatholic.org

4. Enter your password on the MyHalo screen and press Sign in



5. Your account has been added successfully. Click skip on this screen.



6. Now your email is set up on your phone! If you would like instruction on how to use this app follow the prompts, otherwise click SKIP.

