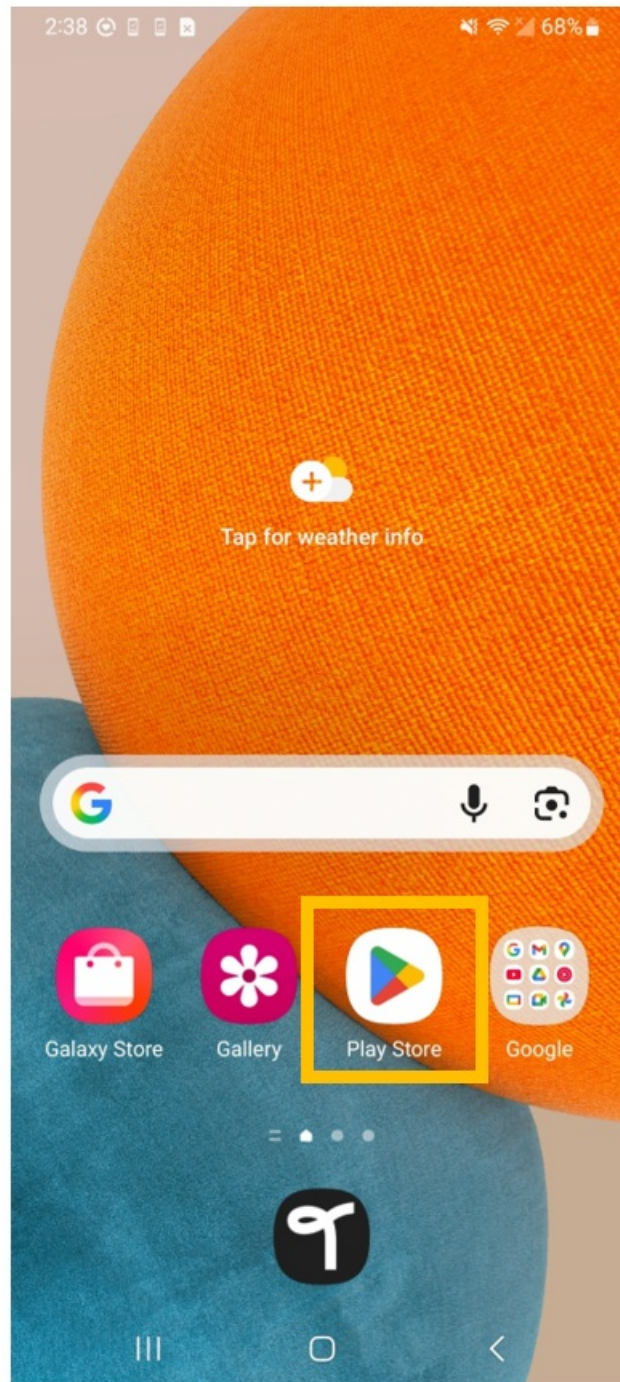


# Faculty and staff Android setting for Exchange email

Last Modified on 08/14/2025 3:44 pm PDT

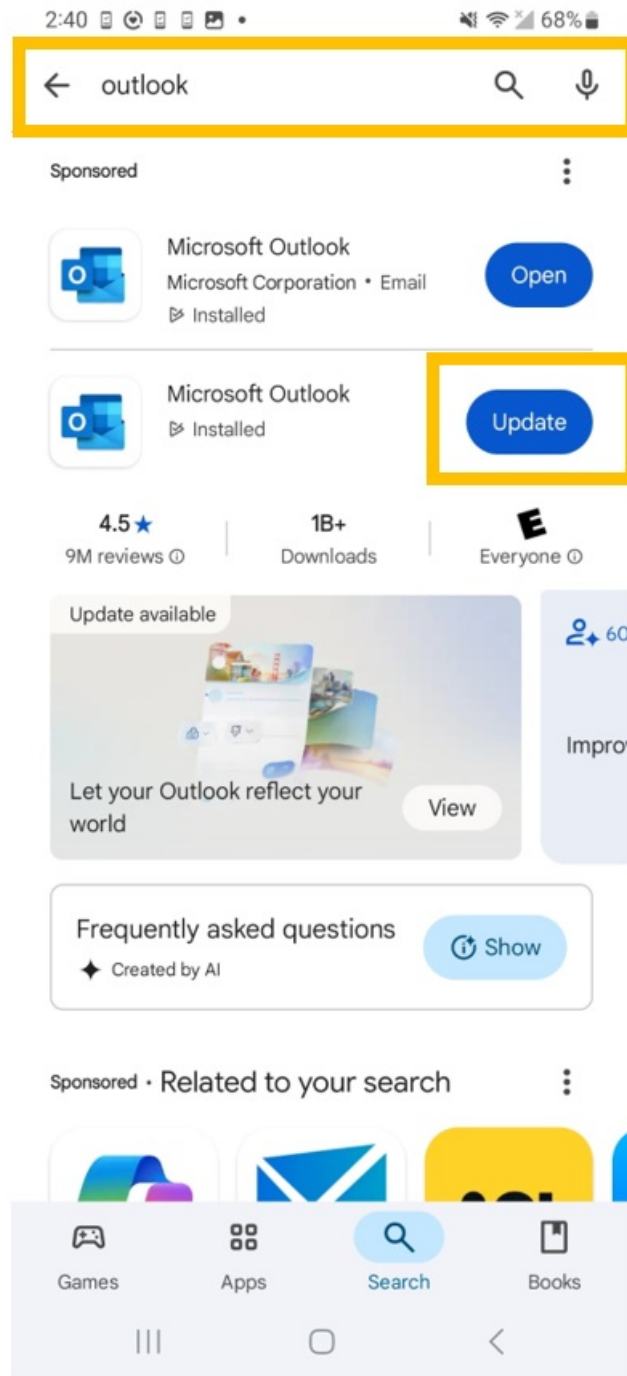
The steps may vary depending on the model of the Android phone, but the information for the setup remains the same.

Open the Play Store app on your phone.



Search for Microsoft Outlook in the search bar

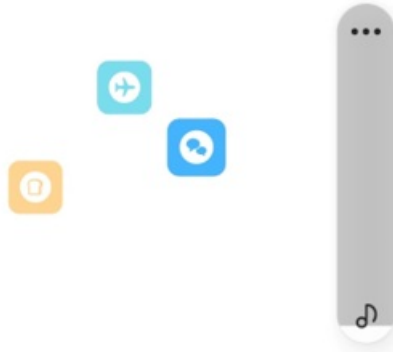
Update or Install the App



Once the Outlook app starts, tap on the "ADD ACCOUNT" button.

2:41

68%



## One calendar for everything

Stay organized with your work and personal calendars in one place.

ADD ACCOUNT

CREATE NEW ACCOUNT



Enter: [username@callutheran0.onmicrosoft.com](mailto:username@callutheran0.onmicrosoft.com)

Where "username" is your username, and zero "0" is used, not a capital "O".

2:51 66%

← Add account

Enter your email

cnewmark@callutheran0.onmicrosoft.com

ADD GOOGLE ACCOUNT

PRIVACY AND TERMS

CONTINUE

← cnewmark  
@callutheran0.on...

1 2 3 4 5 6 7 8 9 0

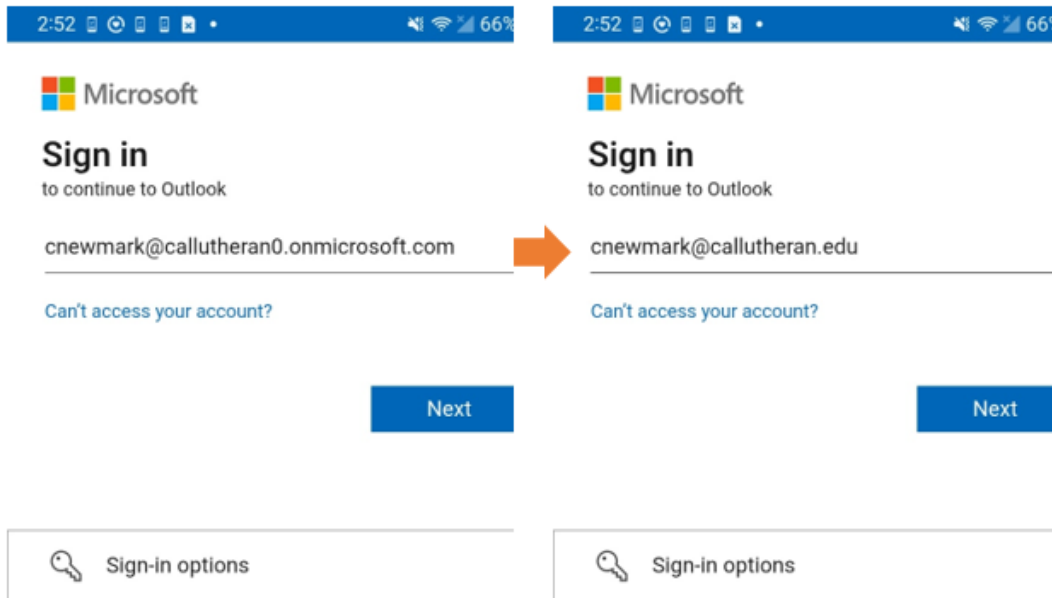
q w e r t y u i o p

a s d f g h j k l

↑ z x c v b n m ↵

!#1 @ EN(US) . .com Go

On the next screen, change to your callutheran email address



Finish by signing into your account

## California Lutheran University

Sign in with your MyCLU  
account

### Cal Lutheran Username

### Password

☐ Remember me on this browser

Sign In

### Account Tools

- [Change your password](#)
- [Forgot your password?](#)
- [Unlock your account](#)
- [Account Management](#)
- [Network Status](#)