

Installing *Outlook* on your *Android* device

- 1 Download *Outlook* on your device and open it. A new window should pop out. Click on “GET STARTED”!
- 2 Enter your RSU student e-mail in the window “Email address”!
Example:
006647@rsu.edu.lv
- 3 After entering your e-mail, click “CONTINUE”
- 4 When an RSU page opens, sign in using your RSU student e-mail that you usually use!
Example:
User: *studentaid@rsu.edu.lv* (E.g.,: *006647@rsu.edu.lv*)
Password: *****
- 5 Click “Sign in”
- 6 After successfully logging in, a new window “Add another account” will pop out offering you to add another account. Click on “MAYBE LATER”!
- 7 In the next window you will find information about *Outlook*. If you would like to find out more about it, click on the arrow. Click “SKIP” if you would like to skip this information.
- 8 Outlook installation is complete. After synchronization you will be able to see your student e-mail, and your class schedule – in the calendar section.

