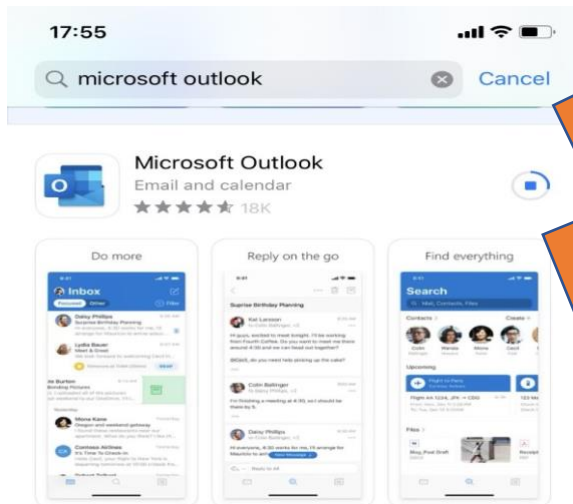


## Guidelines on how to access your school email on an Apple Device

Email [larkinupdates@lcc.cdetb.ie](mailto:larkinupdates@lcc.cdetb.ie) if any issues

**Step 1:** Go to the app store and type in **Microsoft Outlook** and click **get**

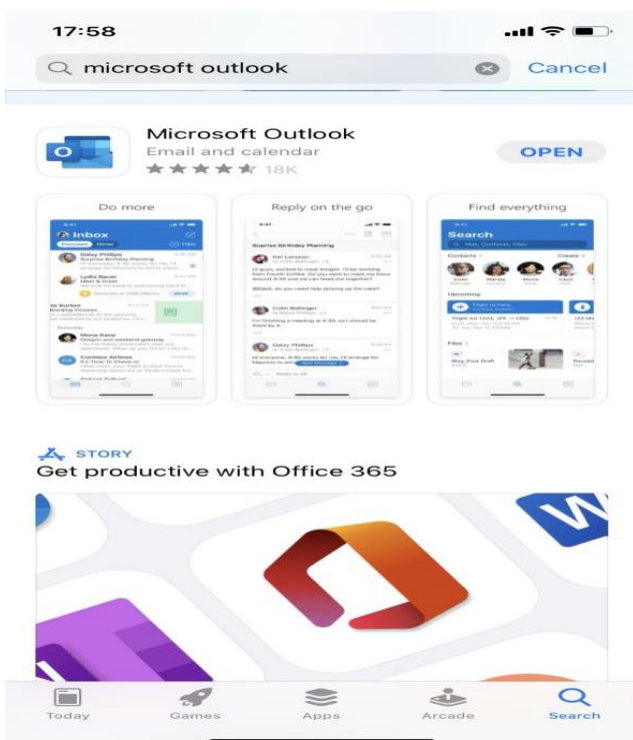


Type in Microsoft Outlook

Click Get

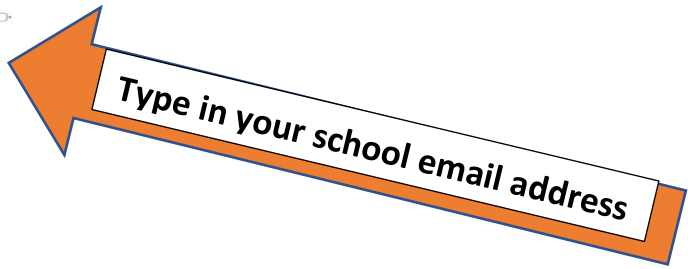
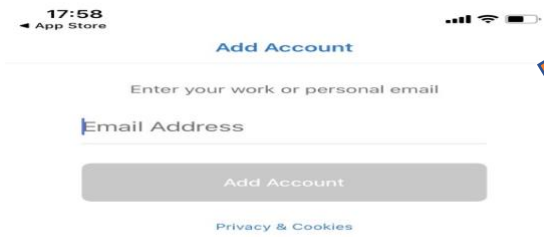


**Step 2:** Click open

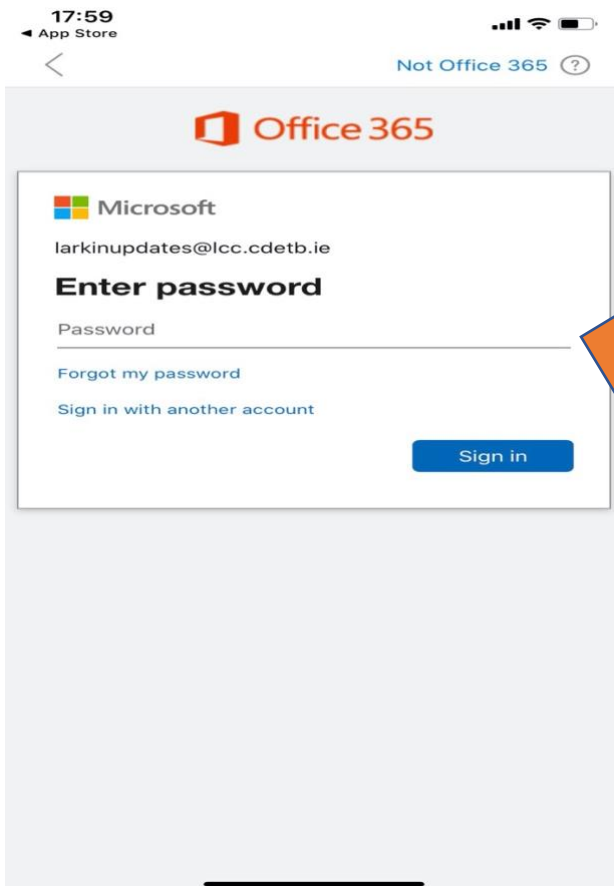


Click open

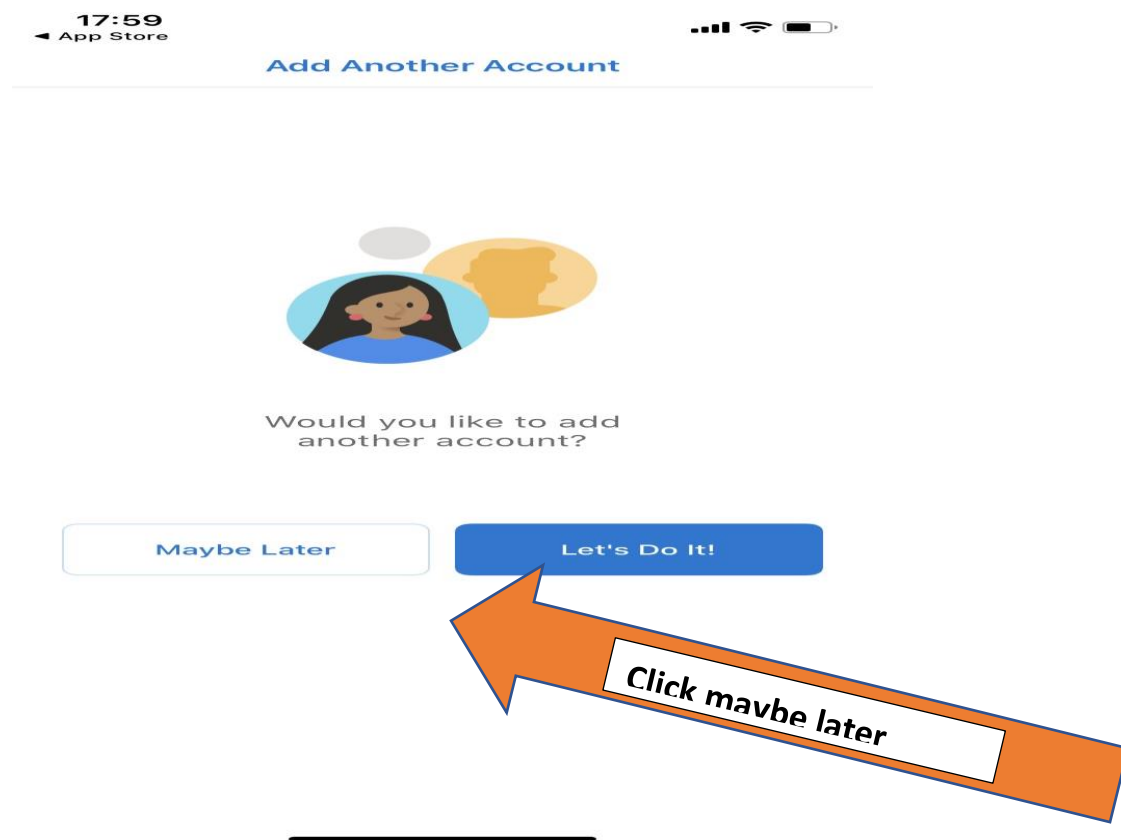
### Step 3: Type in your school email



### Step 4: Type in your password



## Step 5: Type in your password



**Please note you can download Microsoft word, PowerPoint, one note, excel and teams in the same way. You just use your school email address to get access to the application.**