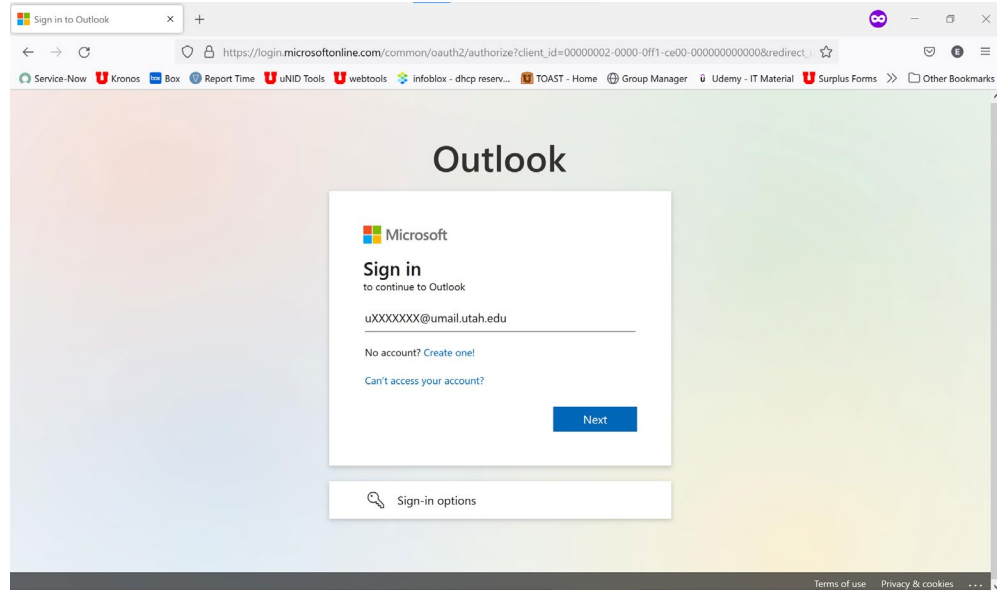


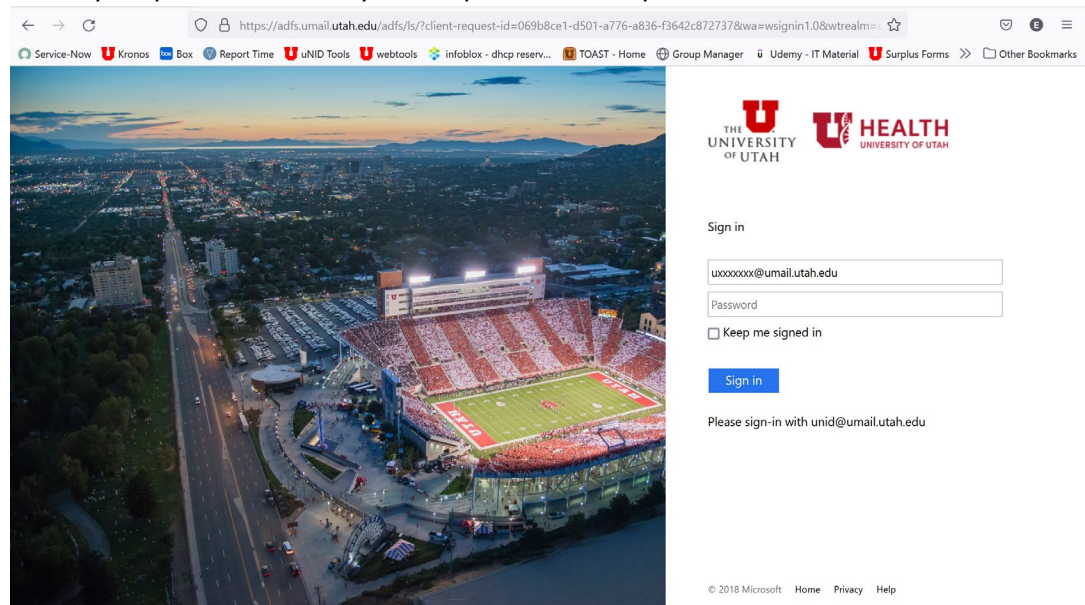
## Signing into UMAIL (University E-Mail)

1. 24 hours after signing into <https://cis.utah.edu> your e-mail has been created please go to <https://outlook.office.com>
2. You will then be prompted for an e-mail address (screenshot below). Please use the e-mail format of [uXXXXXXX@umail.utah.edu](mailto:uXXXXXXX@umail.utah.edu)
  - a. This format will be used to sign into e-mail on the Microsoft Outlook applications via the Appstore on iPads, iPhones and Android phones as well.



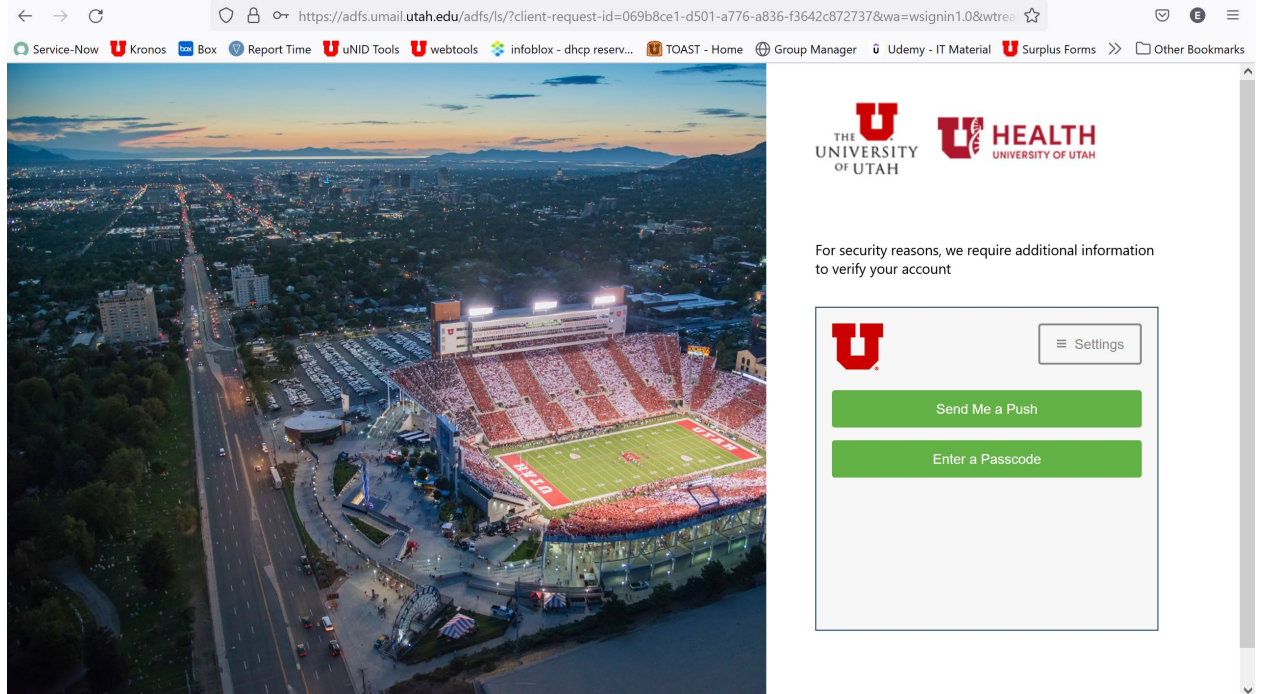
b.

3. After selecting next you will be redirected to a Utah sign in page. The e-mail address should be auto filled and your password will be your CIS password that you created.



a.

4. After you click sign-in (most) will be prompted for a DUO notification. Choose whatever option you want and finish that process with your phone.



5. Once you get to the page below, you are officially signed into you University E-mail.

