

# HOW TO REMOVE OUTLOOK ACCOUNT FROM MOBILE DEVICE

## Contents

Remove Outlook Account for Android	Device
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### **Remove Outlook Account for Android Device**

1. Open your Outlook App on your mobile device



2. Click on your profile at the top left of the screen

	Microsoft 365 @mccd.edu			Q
	⊳ Sent			Filter
+	🖬 Inbox			
	🔊 Drafts		8	
	🖻 Archiv	e		

#### 3. Tap gear at bottom left



4. Click "Accounts"



5. Click on the account you want to remove



6. Click "Remove Account"

← Microsoft 365			
Editor Language English (United States)			
S/MIME Off			
Report messages Ask			
Categories			
Share your Inbox			
+ ADD PEOPLE			
C RESET ACCOUNT			
Try resetting the account if you have sync issues			
C REMOVE ACCOUNT			
Removing this account from the app will delete any local data stored in the app.			
Microsoft sync technology			

#### 7. Click "Remove"

Ask	
Categ	aries
	Remove account?
	CANCEL REMOVE
0	RESET ACCOUNT