



How to use applications
on mobile devices

You can access many of the systems you will use at college from a mobile device such as your smart phone.


Outlook

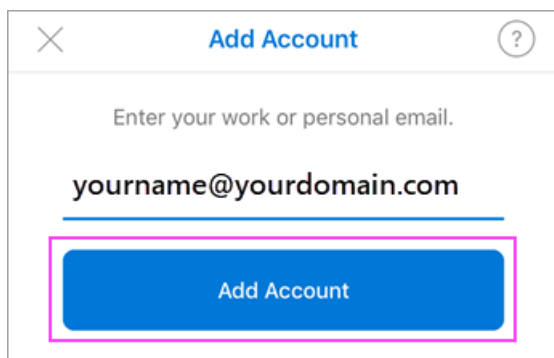
For iOS devices

[Download Outlook for iOS from the iOS App Store](#) and then open it. The icon looks like this:



If it's your first time using Outlook for iOS, enter your **Office365 account** (student number along with @sruc.ac.uk e.g. S12345689@sruc.ac.uk), then tap **Add Account**.

If it's not your first time using Outlook for iOS, open the **Menu** > tap **Settings**  > **Add Account** > **Add Email Account**.

A screenshot of the Outlook 'Add Account' screen on an iOS device. The screen has a white background with a grey header bar. The header bar contains a grey 'X' icon on the left, the text 'Add Account' in blue, and a grey circle with a question mark on the right. Below the header bar, there is a grey text prompt 'Enter your work or personal email.' followed by a text input field containing 'yourname@yourdomain.com'. Below the input field is a blue button with the text 'Add Account' in white. The button is highlighted with a pink rectangular border.

Enter your email account password and tap **Sign In**.

A screenshot of the Microsoft login interface. At the top left is the Microsoft logo. Below it, the text 'yourname@yourdomain.com' is displayed. The main heading is 'Enter password'. Below this is a password input field with the placeholder text 'Password'. Under the password field are two links: 'Forgot my password' and 'Sign in with another account'. At the bottom right, there is a blue 'Sign in' button, which is highlighted with a red rectangular border.

Accept any prompts for permission you may receive and that's Outlook ready to use on your device.

For Android devices

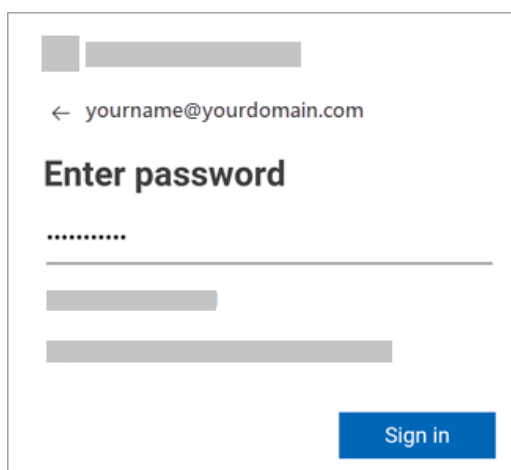
Install the **Outlook for Android** app from the [Google Play Store](#) and then open it.

Tap **Get Started** if this is your first time.

Otherwise, to add another email account, open the **Menu** ≡ > **Settings** ⚙️ > **Add Account** > **Add Email Account**.

Outlook may detect your Google accounts, you can tap **Skip** to go straight to adding your SRUC account.

Enter your email account password and tap **Sign In** or **Next**.

A screenshot of the Outlook password entry screen. At the top left is a small square icon. Below it is a back arrow followed by the text 'yourname@yourdomain.com'. The main heading is 'Enter password'. Below this is a password input field with placeholder dots '.....'. Under the password field are two more input fields, one above the other. At the bottom right, there is a blue 'Sign in' button.

Accept any prompts for permission you may receive and that's Outlook ready to use on your device.

<https://support.microsoft.com/en-us/office/outlook-for-ios-and-android-help-cd84214e-a5ac-4e95-9ea3-e07f78d0cde6>

<https://support.microsoft.com/en-us/office/outlook-for-ios-and-android-fb307c71-2df4-4eef-b4ec-1caee01b76f0?ui=en-us&rs=en-us&ad=us>

OneDrive

[Download the app for iOS](#) or [Download OneDrive from Google Play](#)

Tap **Add account**.

On the sign-in screen, enter your student number along with @sruc.ac.uk (e.g. [S12345689@sruc.ac.uk](#))

https://support.microsoft.com/en-us/office/use-onedrive-on-ios-08d5c5b2-ccc6-40eb-a244-fe3597a3c247?wt.mc_id=otc_onedrive&ui=en-US&rs=en-US&ad=US

MySRUC app



My SRUC App is an app for student & lecturers at SRUC. It provides an easy-to-use and personalised system with access to all your apps and data in one place. Any changes made to dashboard will be synchronised over to all devices.

- Details of your assignments and courses
- Notification of deadlines and grades
- Access to Email, Moodle etc
- Access to IS help pages

What is mySRUC?

MySRUC is an app\ web site for students and lecturers at Scotland's Rural College (SRUC).

MySRUC is your go-to app for your learning and education experience.

The MySRUC provides an easy-to-use and personalised system to help you to manage your learning at SRUC. The app provides you with everything you need in one place and notifications to keep you updated,

The MySRUC app synchronises with the MySRUC desktop site, providing access to the same apps and data. For a seamless experience - any changes you make to the mobile dashboard on your desktop will be synced to the mobile app to make personalisation super-easy.

Features include:

- Details of your assignments and courses.
- Notification of assignment deadlines and grades.
- Full access to timetables so you can see where you need to be and when, as well as notifications if anything changes.
- Email – access to a light version of your mail client so you can keep track of emails • Access to student and IT support

To access mySRUC on your phone or desktop please do the following

Browse to <https://my.sruc.ac.uk> or download the mySRUC app from the app store or the Play Store

The first time you attempt to access mySRUC on a device you will be required to grant mySRUC access to your profile. This allows mySRUC to sign you into the various areas such as email and your calendar.

For staff you login is in the format jbloggs@sruc.ac.uk

For students the login format is s00787007@sruc.ac.uk



At the heart of the natural economy

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