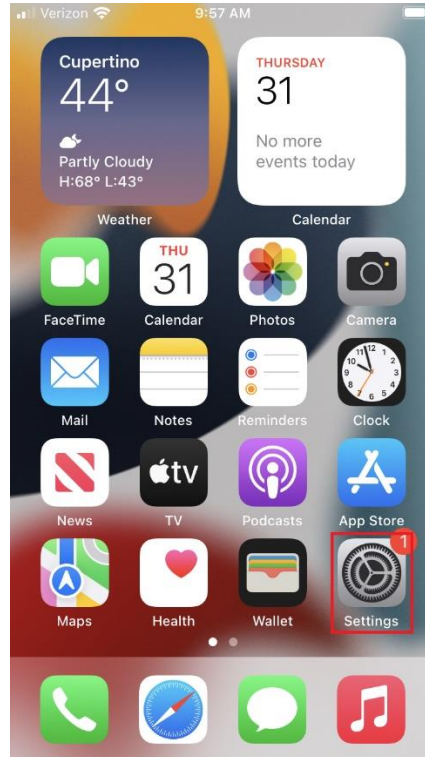


HOW DO I SAVE CONTACTS?

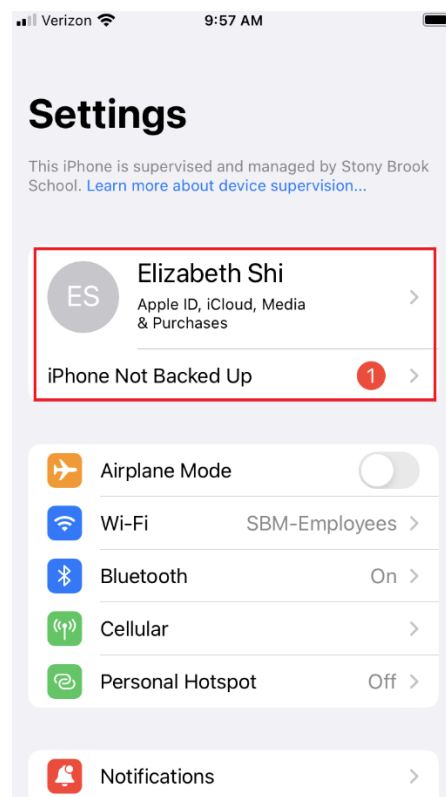
There are two ways in saving contacts:

Saving Contacts by iCloud:

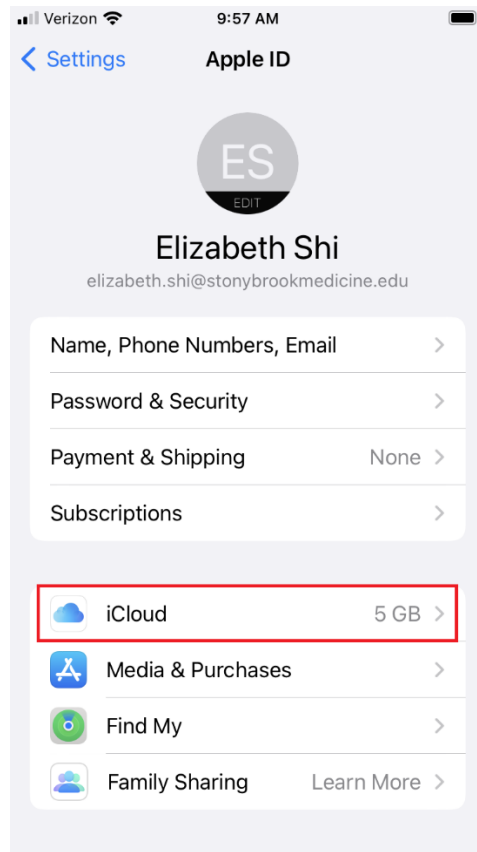
1. On your homepage, Click on **Settings**



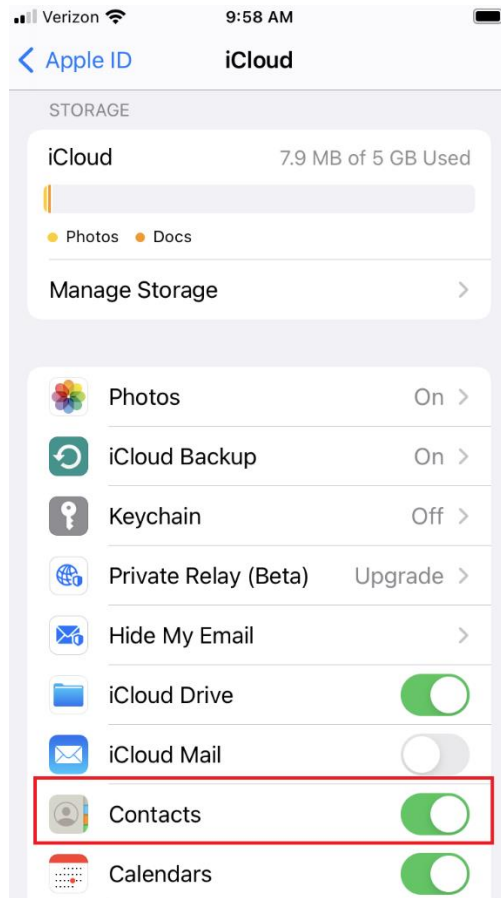
2. In your setting, Click your **Apple ID**



3. In your Apple ID settings, Click on **iCloud**

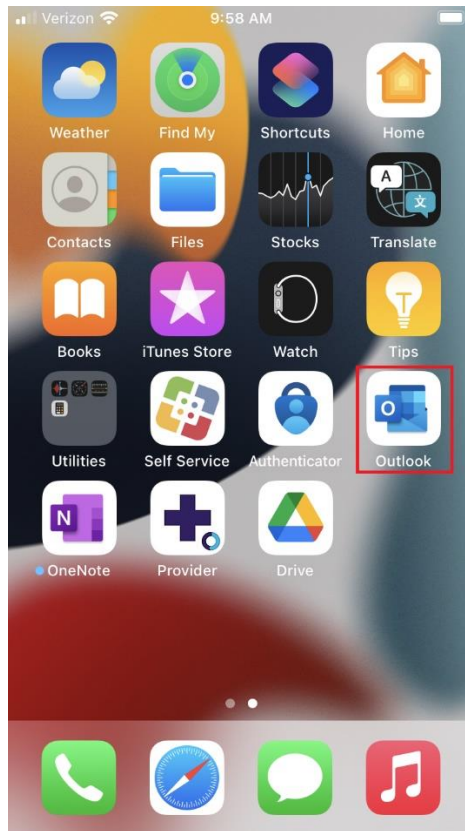


4. In your iCloud settings, locate **Contacts** and toggle it on to save your Contacts

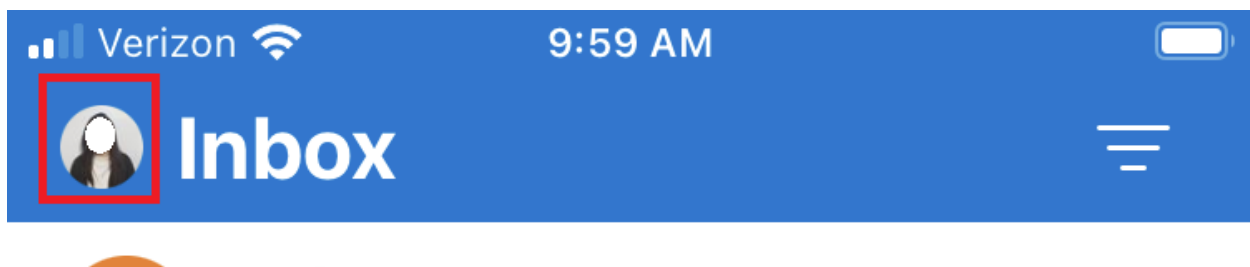


Saving Contacts by Outlook

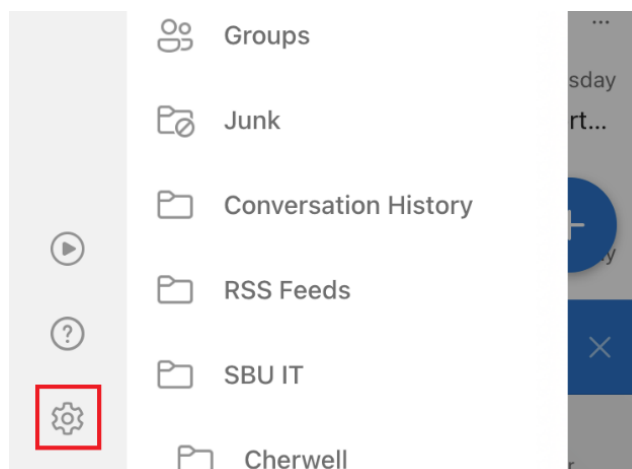
1. On your mobile device locate **Outlook**



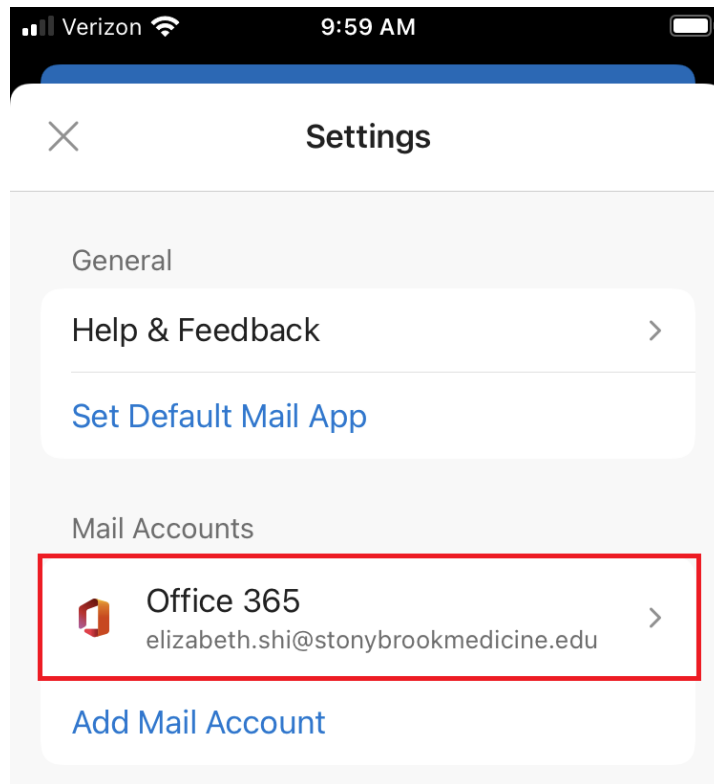
2. On Outlook, click on your **Icon** located on the top left



3. Next click on your **Gear Icon** located on the bottom left. This opens up Settings page



4. In the setting page, click on your **Office 365** Account



5. In the Office 365 Account, locate **Save Contacts** and toggle on to save contacts

