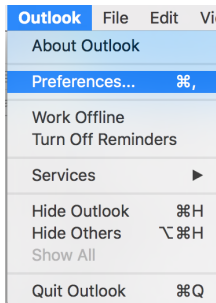
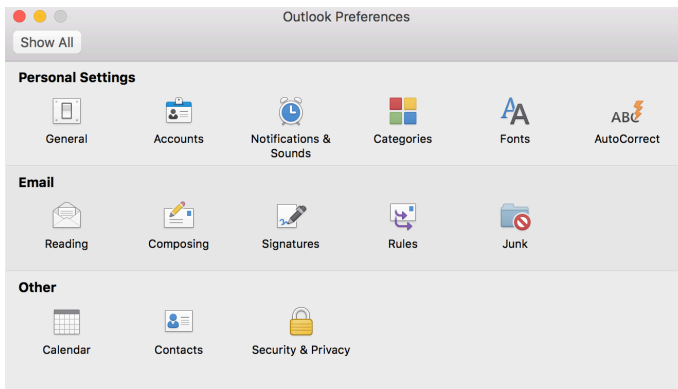


## Setting up a new email account on Outlook for Mac

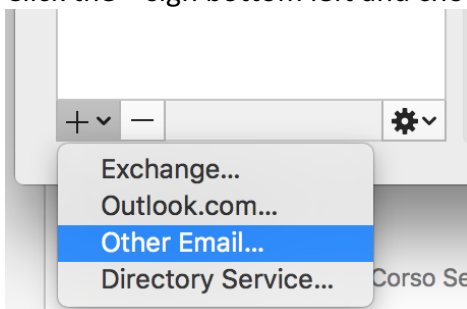
- 1) Open Outlook
- 2) Click the Outlook menu and choose preferences



- 3) Click "accounts"



- 4) Click the + sign bottom left and choose "Other Email"



5) Complete the form as shown, click add account

**Enter your account information.**

E-mail address:

Password:

Configure automatically

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User name:

Type:

Incoming server:  :

Override default port  
 Use SSL to connect (recommended)

Outgoing server:  :

Override default port  
 Use SSL to connect (recommended)