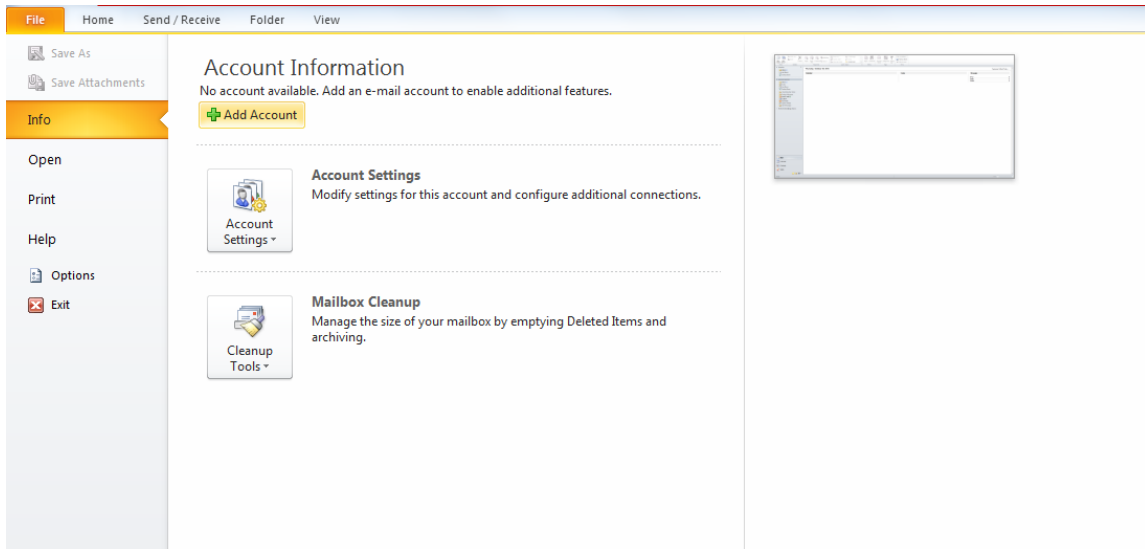
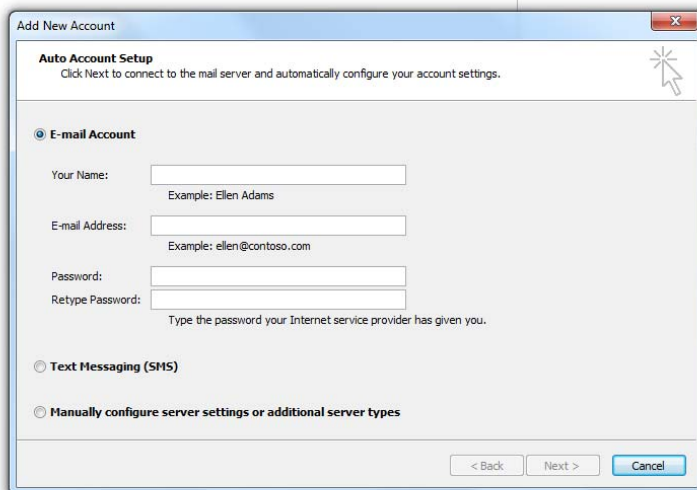
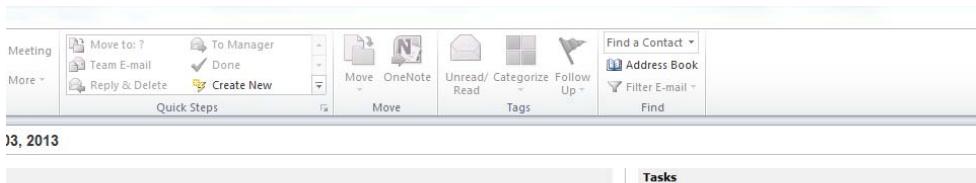


# Configure Windows Outlook for Office 365

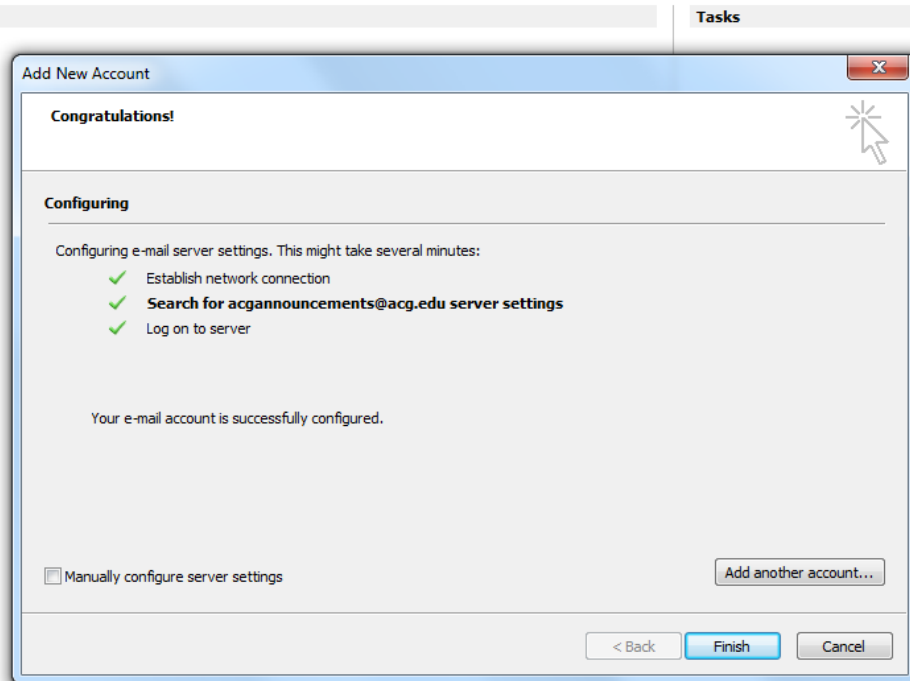
1. Run Outlook and goto **File, Add Account**.



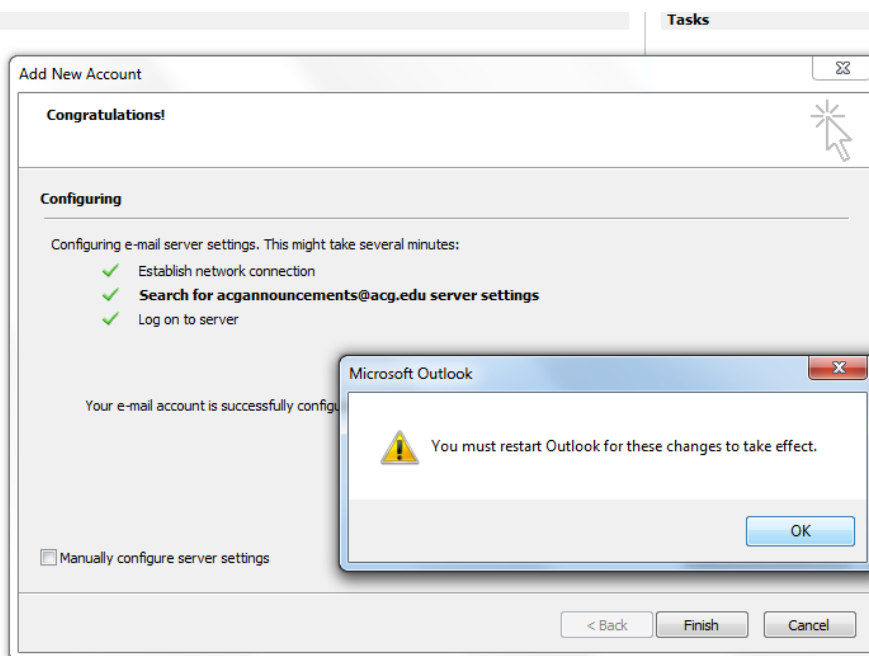
2. Enter the necessary information at the next dialog box (**warning**: email address must be typed in full) and click **next**.



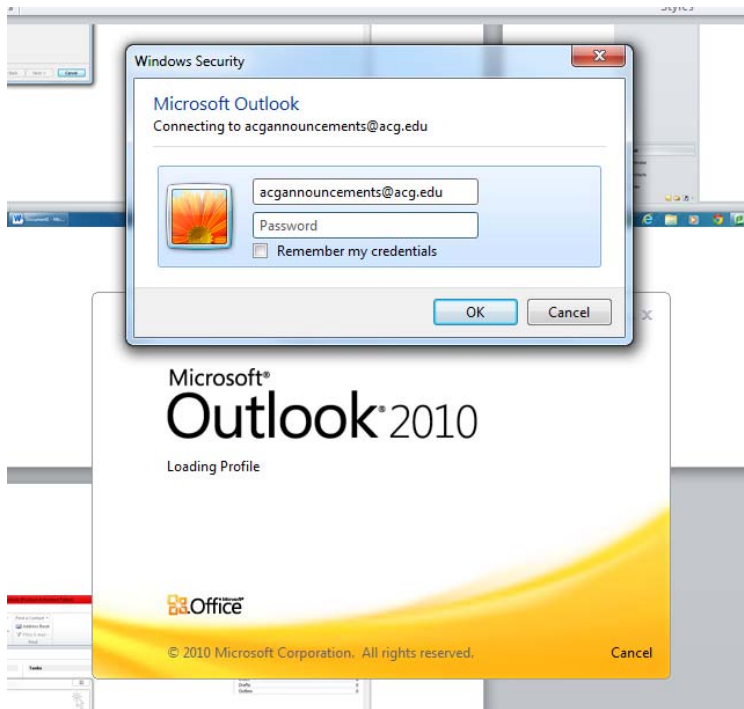
### 3. Click **Finish**



### 4. Restart Outlook.



5. Enter the password to your account again. Click save password if you do not want to type the password every time you start outlook.



6. All Set !!! It may take some time for the messages to download depending on the size of your mailbox.