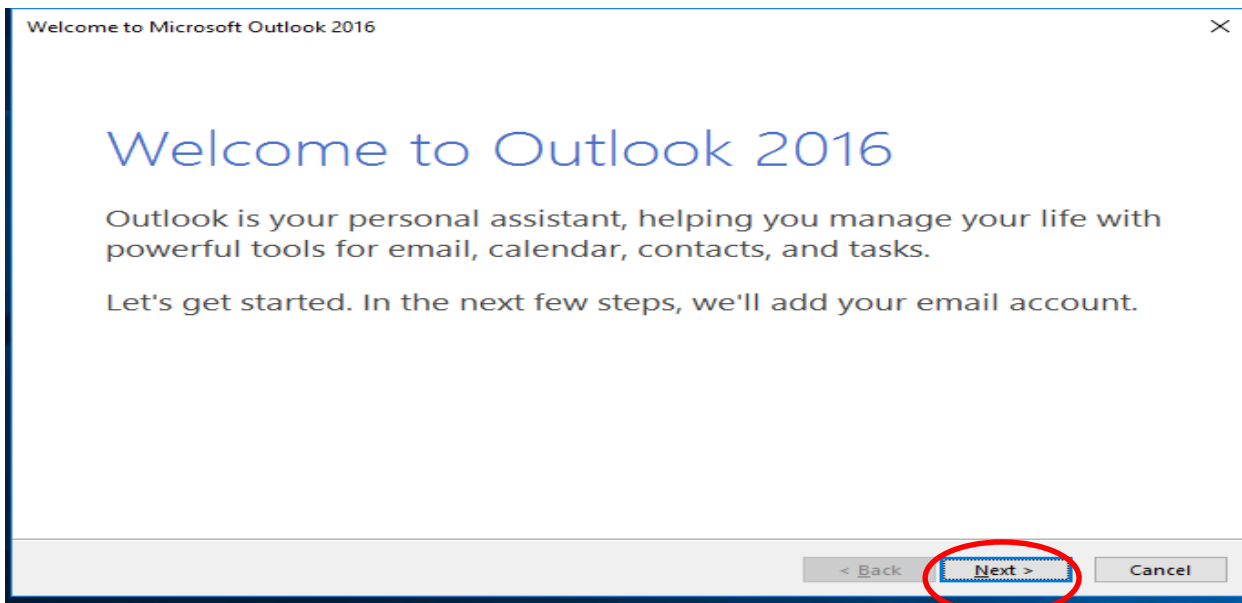
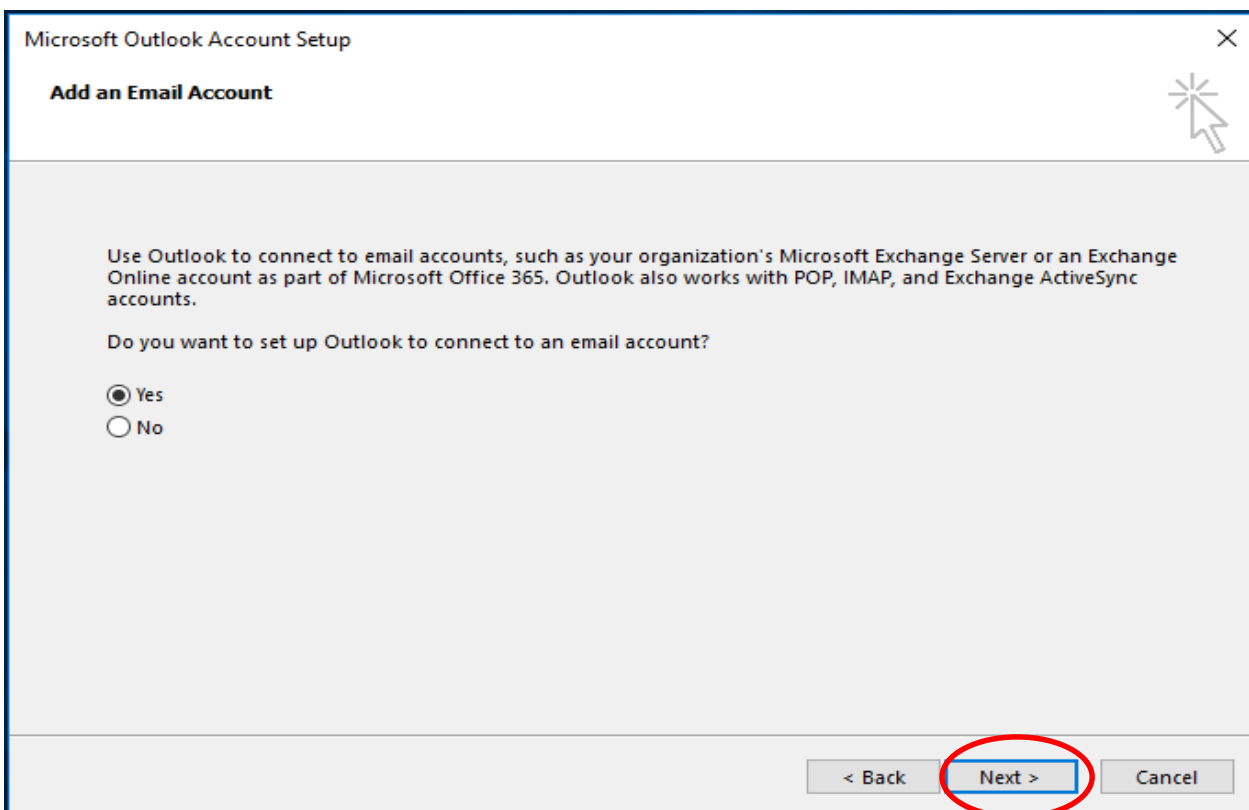


OUTLOOK 2016 SETUP FOR WINDOWS 10

1. Click on the Start Menu and type “Outlook”. Open Outlook 2016.



2. Click Next



3. Click Next

Add Account

Auto Account Setup
Outlook can automatically configure many email accounts.

E-mail Account

Your Name:
Example: Ellen Adams

E-mail Address:
Example: ellen@contoso.com

Manual setup or additional server types

< Back **Next >** Cancel

4. Remove “ad.”.

Windows Security

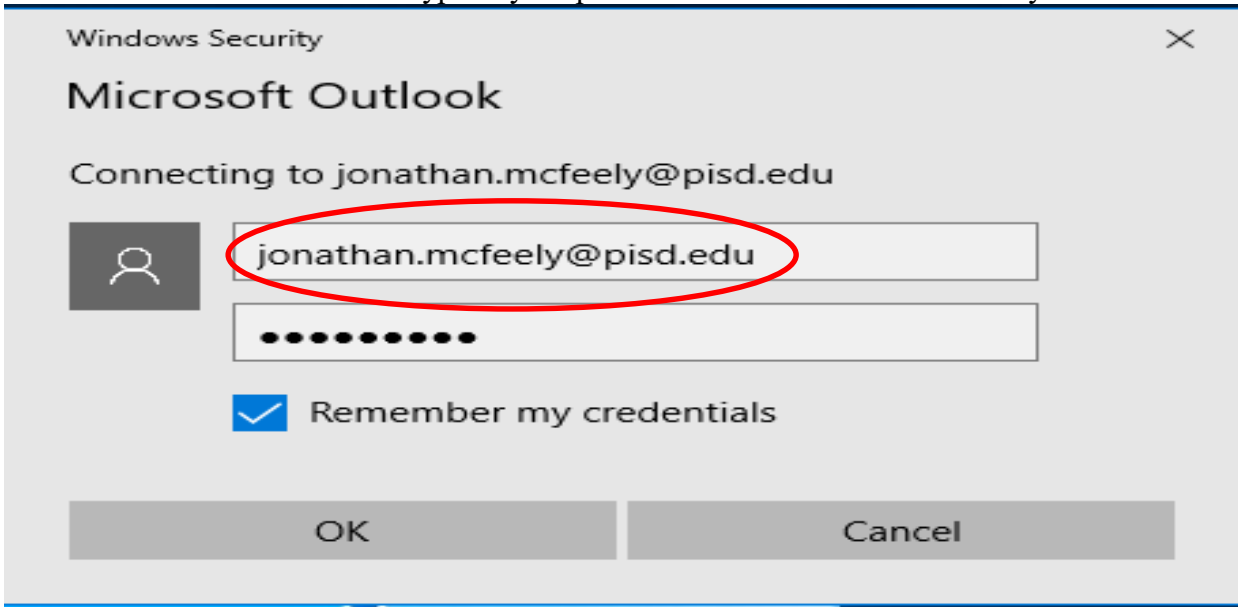
Microsoft Outlook

Connecting to jonathan.mcfeely@pisd.edu

Remember my credentials

OK Cancel

5. With the “ad.” removed type in your password and select “Remember my credentials”.



6. Select “Finish”. Your email will open.

