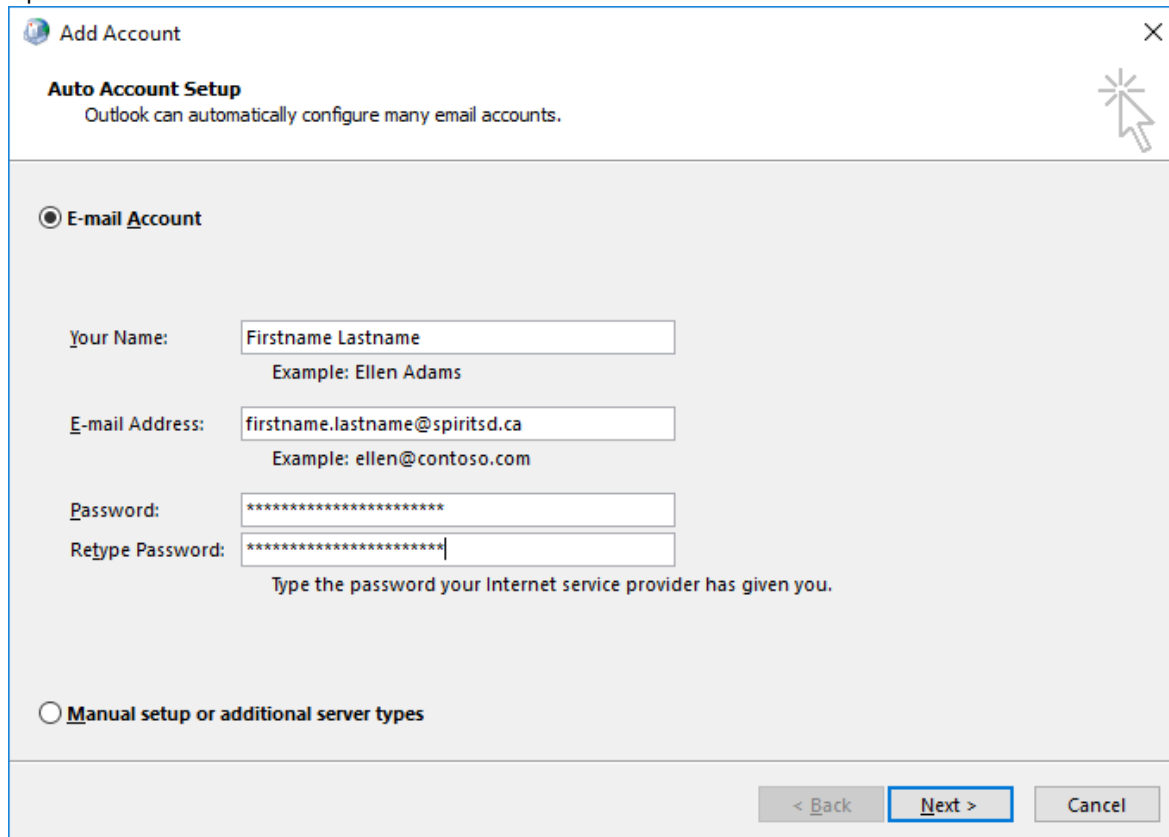


Microsoft Outlook 2016 Setup

Open Microsoft Outlook 2016 



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

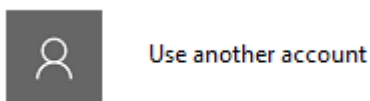
Password:

Retype Password:
Type the password your Internet service provider has given you.

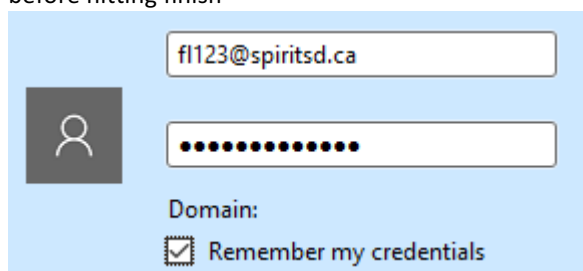
Manual setup or additional server types

< Back **Next >** Cancel

Click on Use another account



Enter your NSID followed by @spiritsd.ca and enter your email password then check remember my credentials before hitting finish



Domain:

Remember my credentials

Click Finish

Congratulations!



Configuring

Outlook is completing the setup for your account. This might take several minutes.

- ✓ Establishing network connection
- ✓ Searching for evan.lloyd@spiritsd.ca settings
- ✓ Logging on to the mail server

Congratulations! Your email account was successfully configured and is ready to use.

Change account settings

Add another account...

< Back

Finish

Cancel