1. Navigate to Windows Control Panel > Mail > Show Profiles > Add. Specify your preferred Profile Name and click OK.

2. On the Auto Account Setup page type your name, email address, and your mailbox password twice, then click NEXT.

3. Outlook will start configuring your account. When you get a security prompt, check the box Don’t ask me about this website again and then click Allow.
4. Windows Security windows might then prompt your email and password. Type your password, and then click **OK**.

![Windows Security window](image)

5. Outlook will discover the email server settings and finish configuration of your email account. Once you see all steps as completed, you can click **Finish**. Now you can open your email in Outlook.

![Outlook configuration](image)