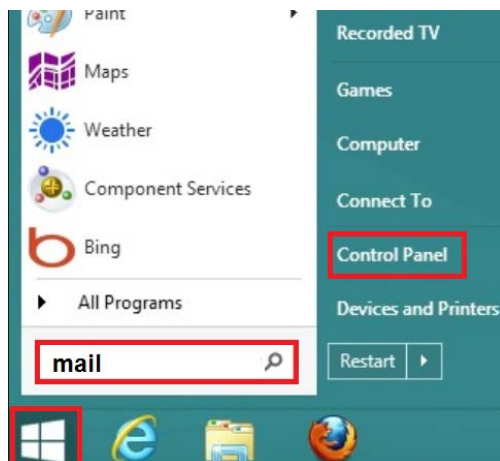
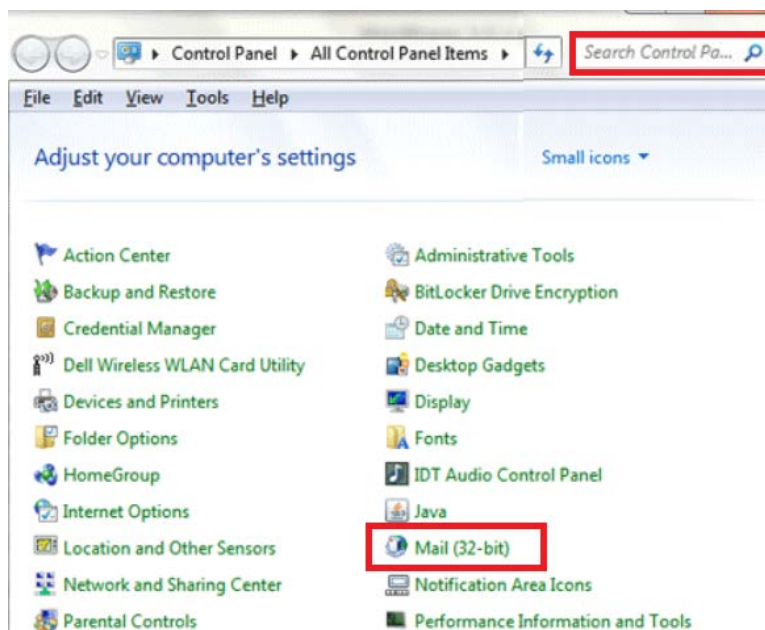


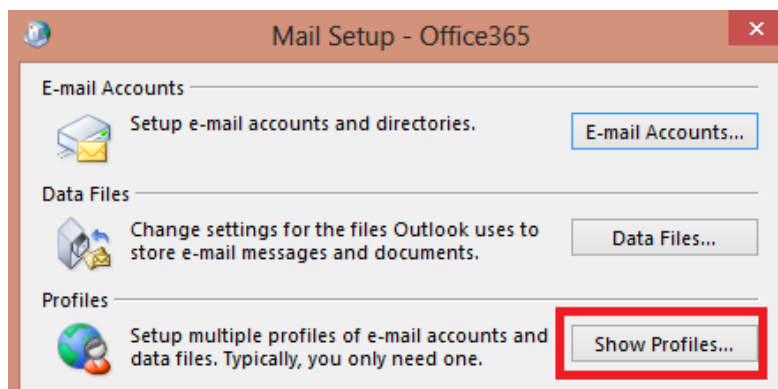
Create a new profile for Outlook



Click **Start** button, then press the **Control Panel** button.

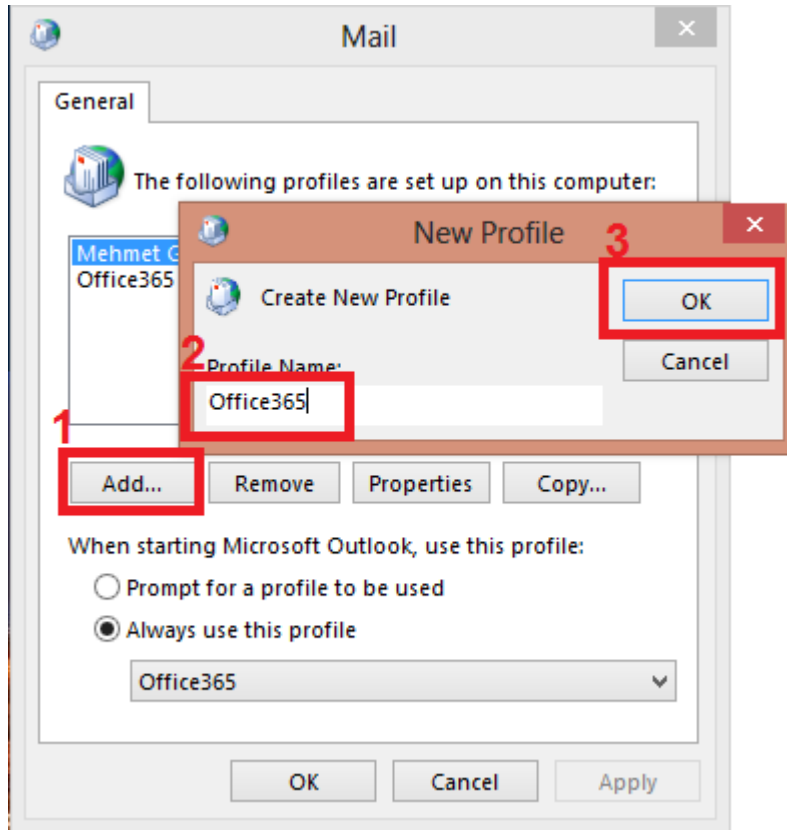


Click **Mail**,

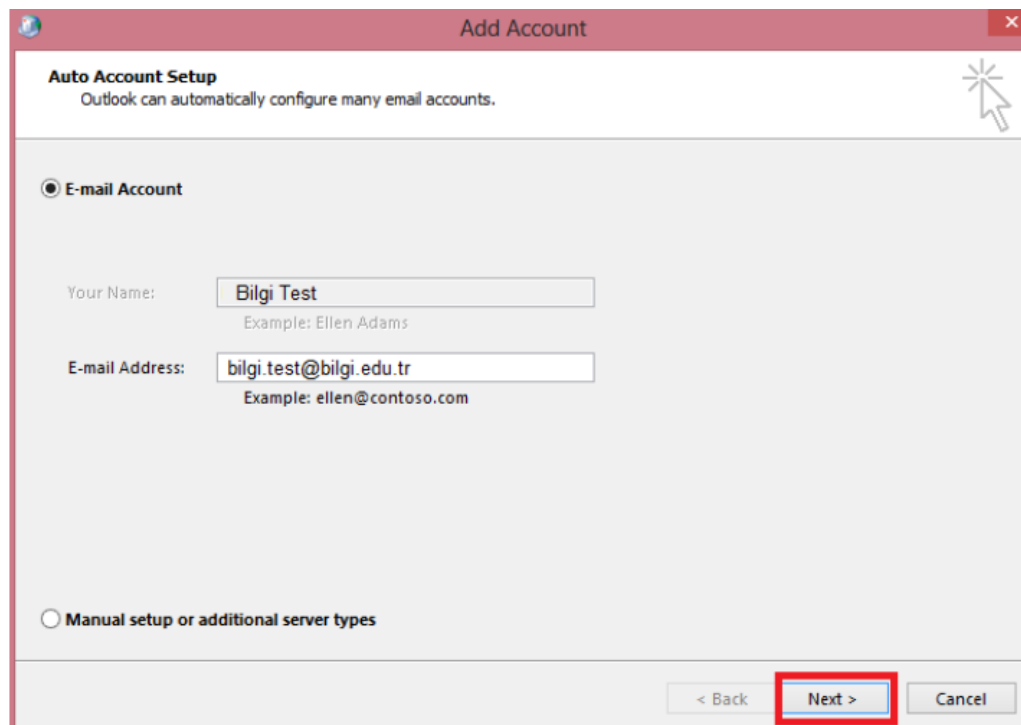


Click **Show Profiles** button

Create a new profile for Outlook



Click **Add** button. Type the profile name **Office365**, click **OK** button.



Click **Next** button,

Create a new profile for Outlook



This screen will be appear for installation outside of campus.

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

Please fill **Your Name**, **E-mail Address** and **Password** field and click **Next** button.

Add Account

Searching for your mail server settings...

Configuring

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

- ✓ Establishing network connection
- Searching for bilgi.test@bilgi.edu.tr settings
- Logging on to the mail server

< Back Next > Cancel

Windows Security

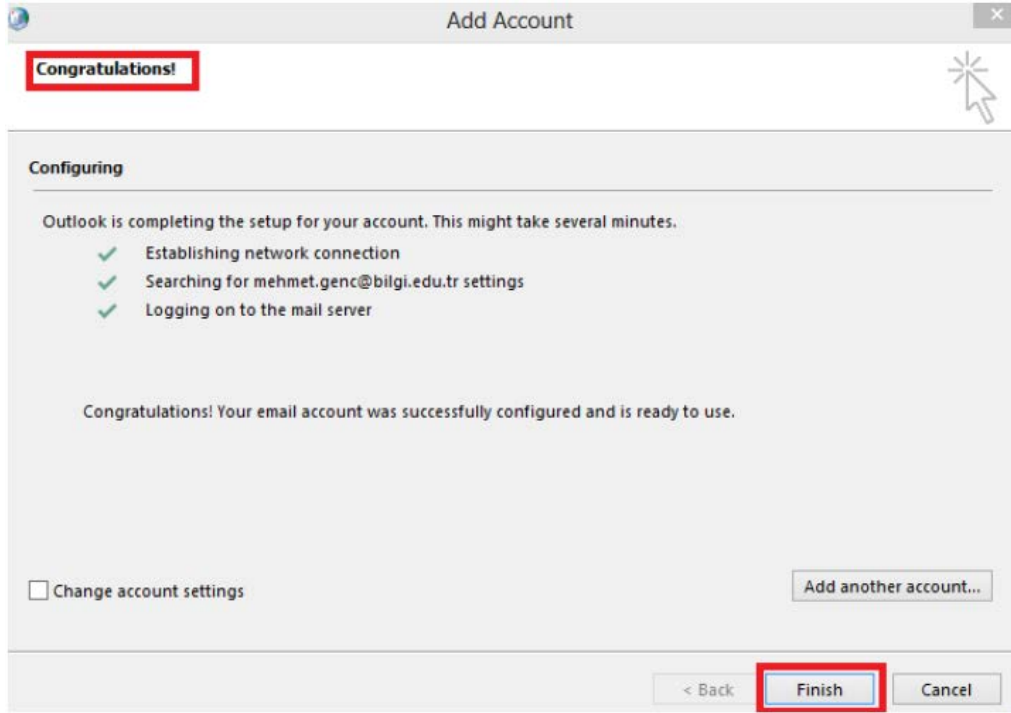
Mail Application
Connecting to bilgi.test@bilgi.edu.tr

Remember my credentials

OK Cancel

Please type your **E-mail address** and **Password** than click **OK** button.

Create a new profile for Outlook



Congratulations. Your Outlook installation is completed successfully. Please click **Finish** and start **Outlook** again.