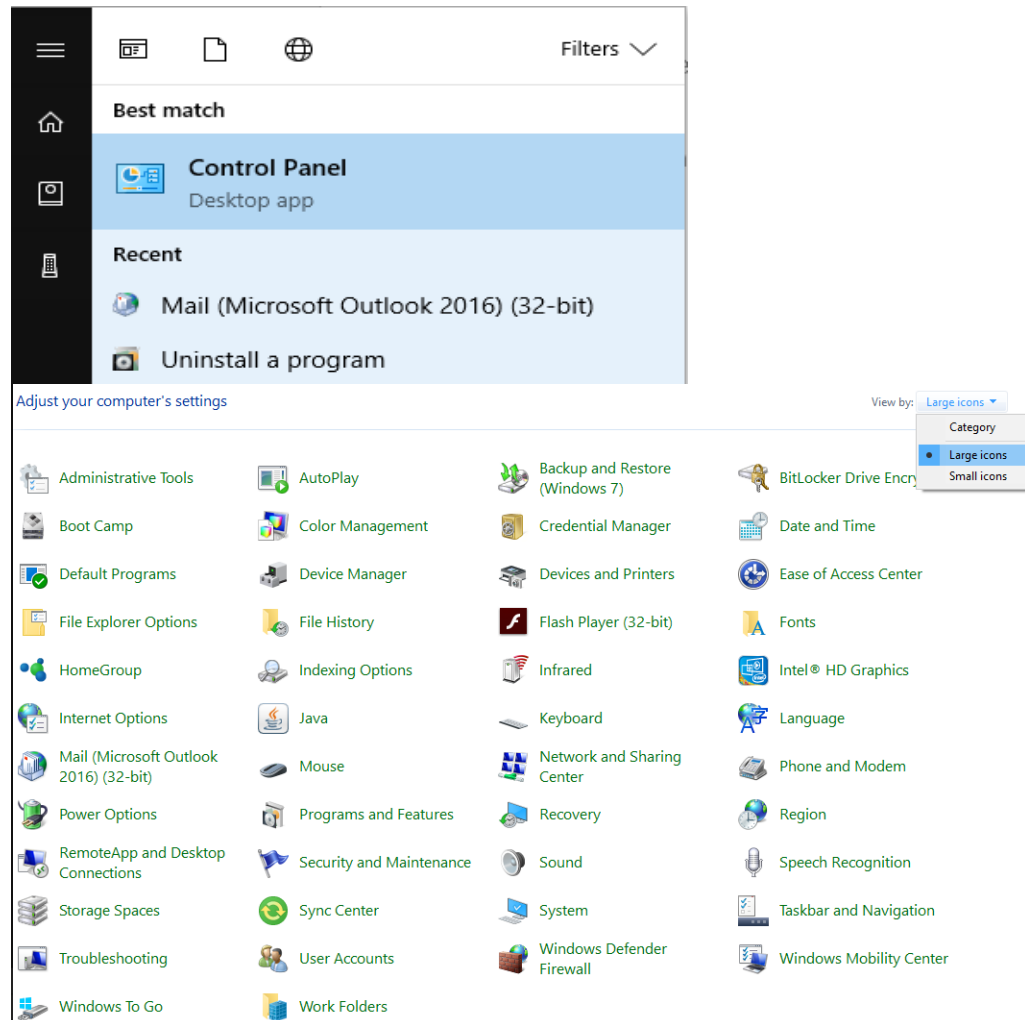


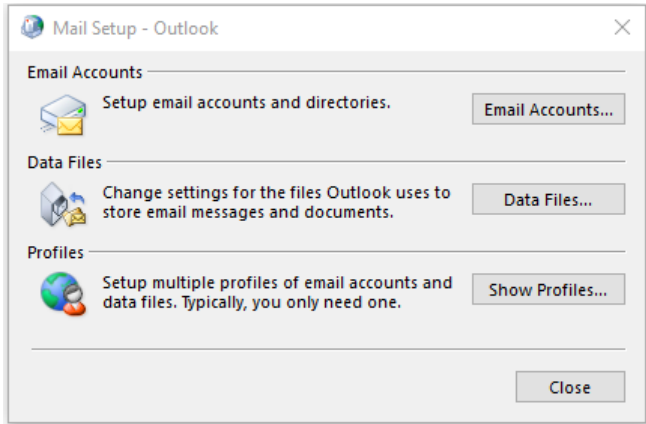
How to configure (SSL) for Outlook 2016

Open Mail

- Find and click on Control Panel
- Click on “View by” and select Large icons.
- Find and click on “Mail”
- The “Mail Setup” window will appear

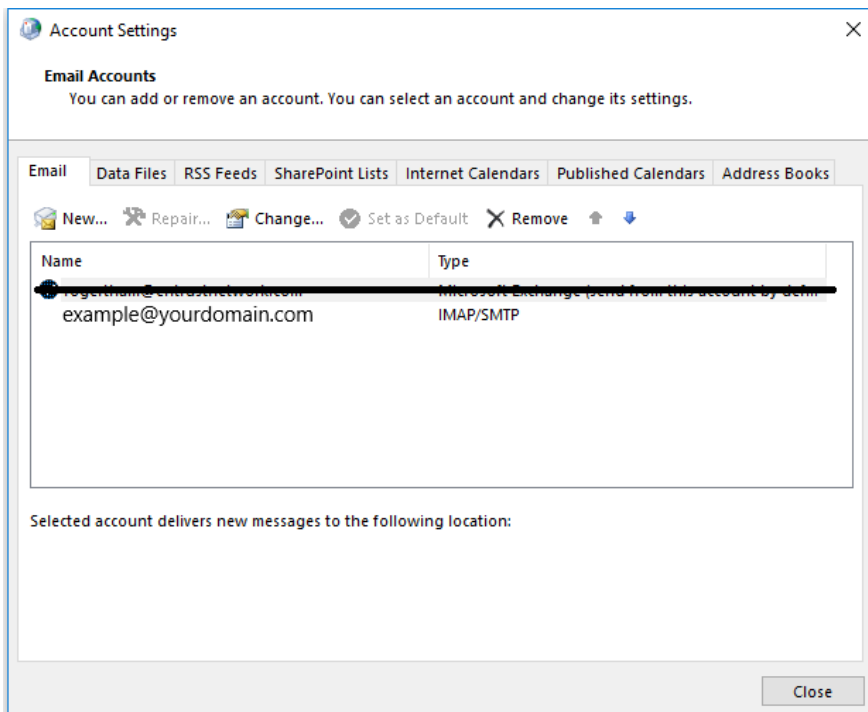


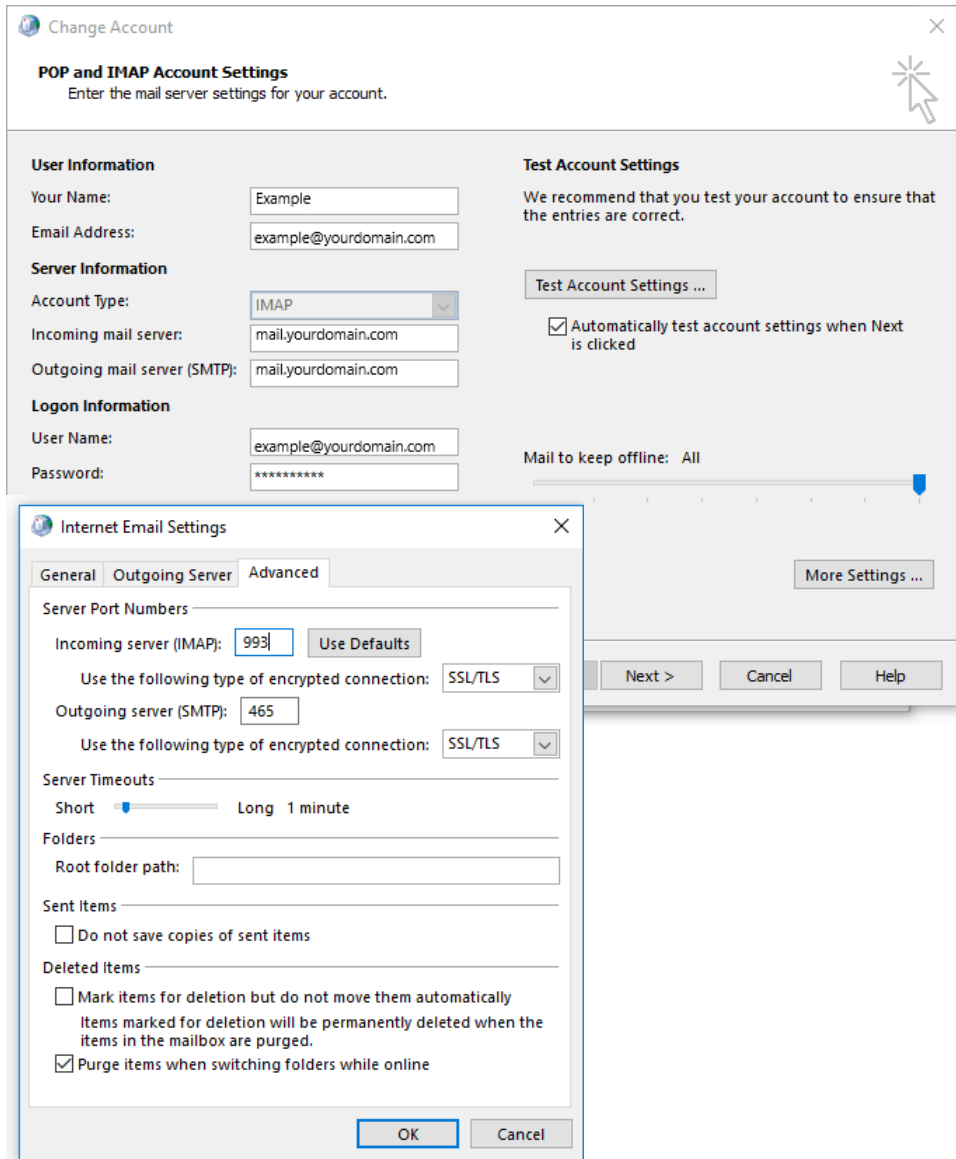
Documented by: Roger
Date: 4 Mar 2019



Open your Email setting

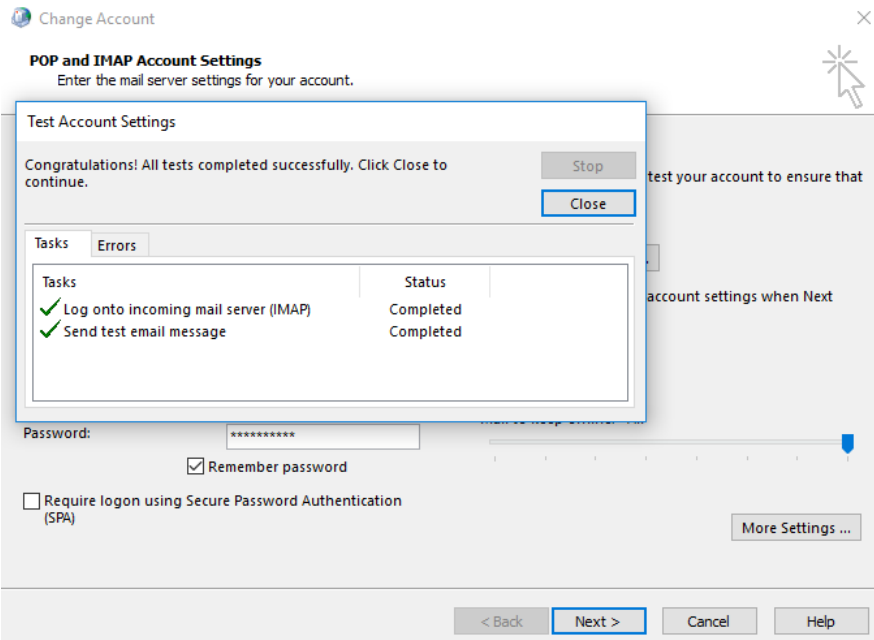
- Click on “Email Accounts” to open “Account Settings”
- Double Click on your Email (example@yourdomain.com)
- “Change Account” window will appear





Check your SSL/TLS setting

- Click on “More Settings”, to open “Internet Email Settings”
- Click on the “Advanced” tab and make sure the server port numbers are correct.
- Incoming Server (IMAP): 993, Encrypted Connection: SSL/TLS
- Outgoing Server (SMTP): 465, Encrypted Connection: SSL/TLS
- Once done click “OK”



You're all set!

We have all the information we need to set up your account.



Click on finish

- Click "Next" to run "Test Account Settings"
- Click on "Close" after the test is complete.
- Click on "Finish" and your SSL/TLS setup is complete.