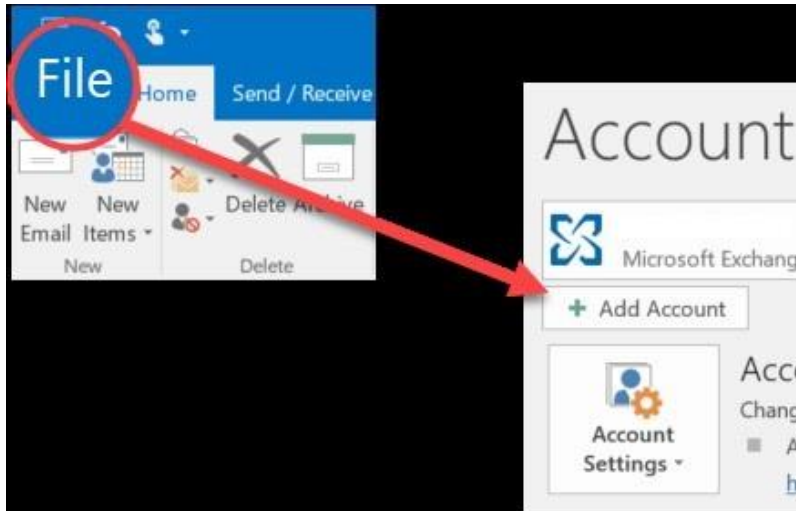


How to setup G Suite on Windows Outlook

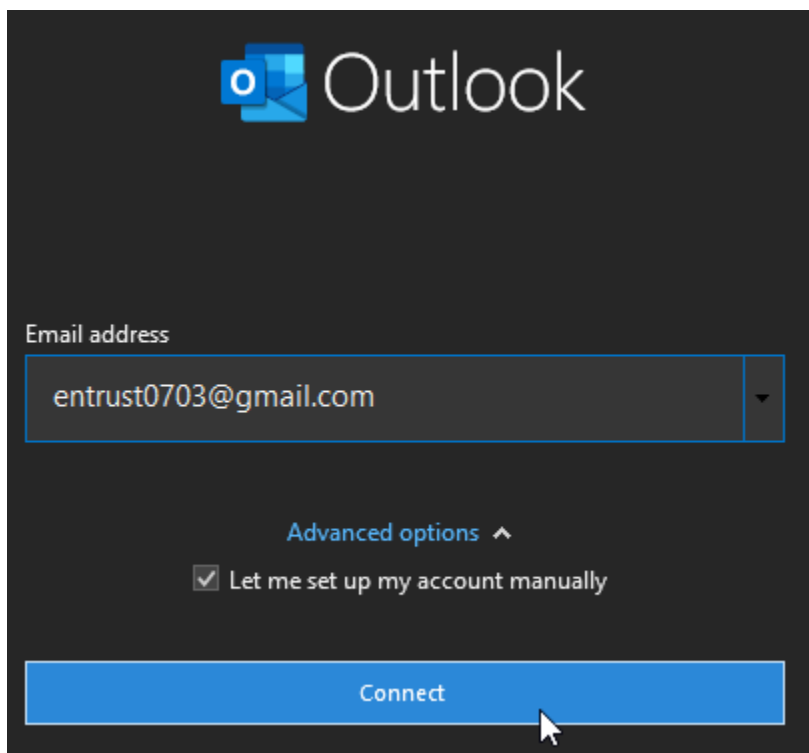
Select File > Add Account



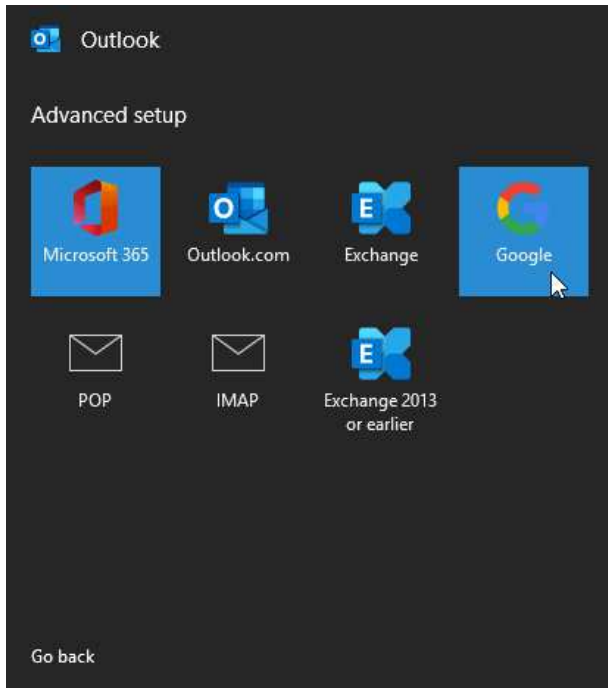
Type in your email address

Click on “Advanced options” and select “Let me setup my account manually”

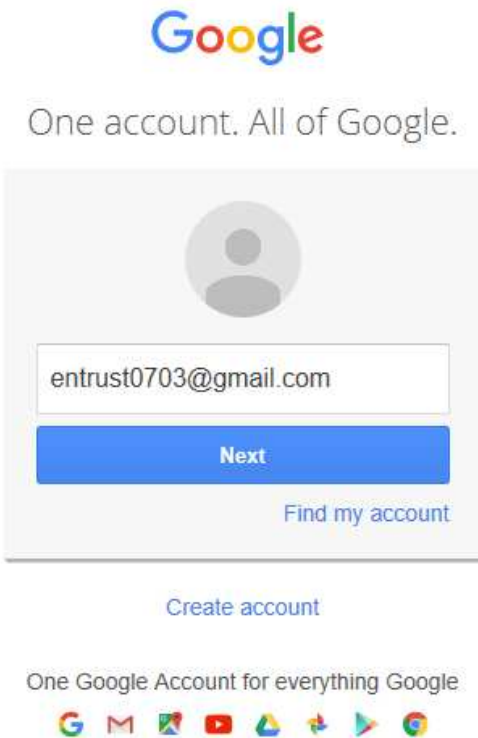
Click “Connect”




Click on Google as we will be setting up a G Suite account





Key in your email address and password and click "Next"







Click "Allow"



 entrust0703@gmail.com

This will allow **Microsoft apps & services** to:

 Read, compose, send, and permanently delete all your email from Gmail 


 Associate you with your personal info on Google 

 See your personal info, including any personal info you've made publicly available 


 View your email address 

By clicking Allow, you allow this app and Google to use your information in accordance with their respective [privacy policies](#). You can change this and other [Account permissions](#) at any time.

Your email account is successfully added

 Outlook

Account successfully added

 **IMAP**
entrust0703@gmail.com