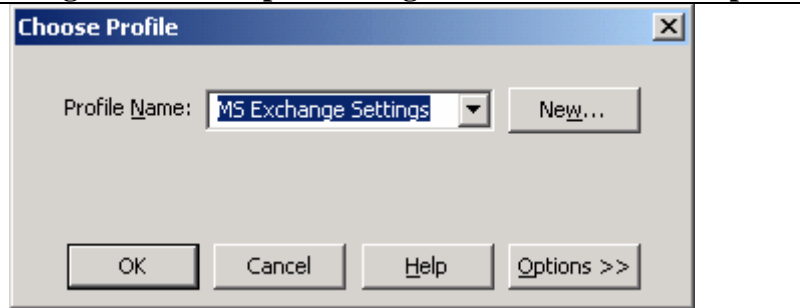
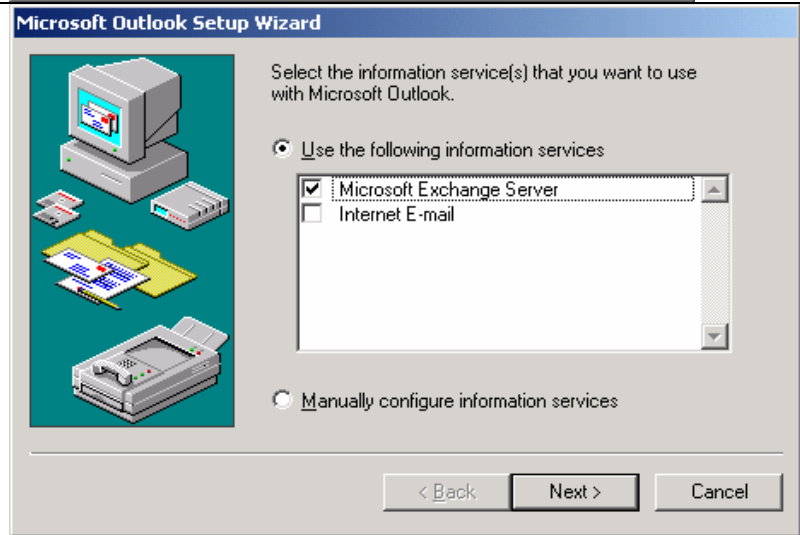
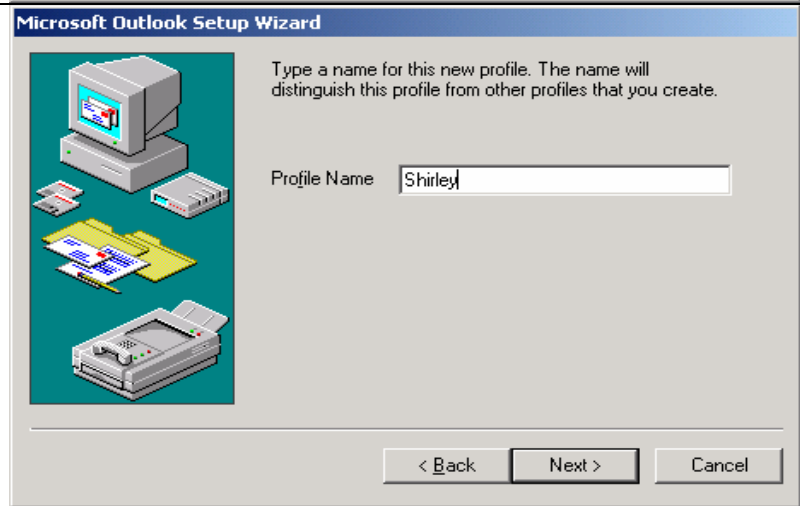


## New Profile Setup for Outlook Email

**\*Logon to the computer using YOUR username and password!**

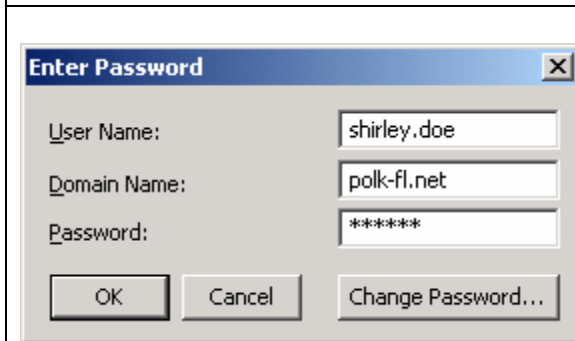
	<ul style="list-style-type: none"> <li>• Open Outlook</li> <li>• Choose Profile dialog box-Select New</li> </ul>
	<ul style="list-style-type: none"> <li>• Select Microsoft Exchange Server</li> </ul>
	<ul style="list-style-type: none"> <li>• Give the profile a name.</li> </ul>

## NM0035 Outlook Doc # 1



- Microsoft Exchange Server:  
W2k9000ex-a
- Mailbox = new e-mail account name

Do you travel with your computer?  
Select NO  
Click Finish



- Choose Profile-check profile (name is correct)
- Sign on using new account