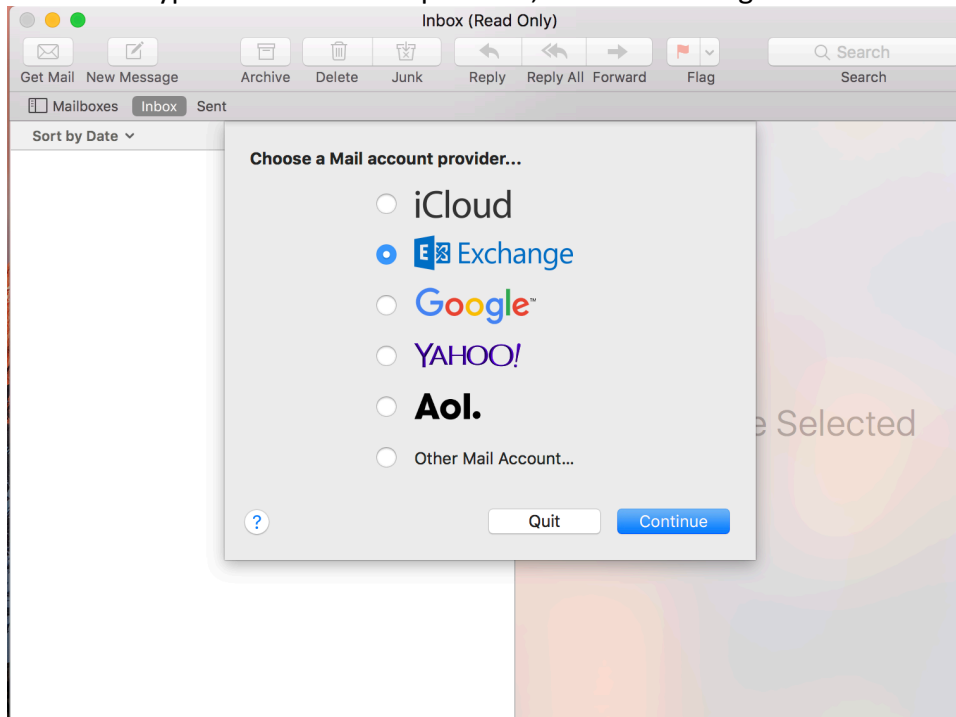


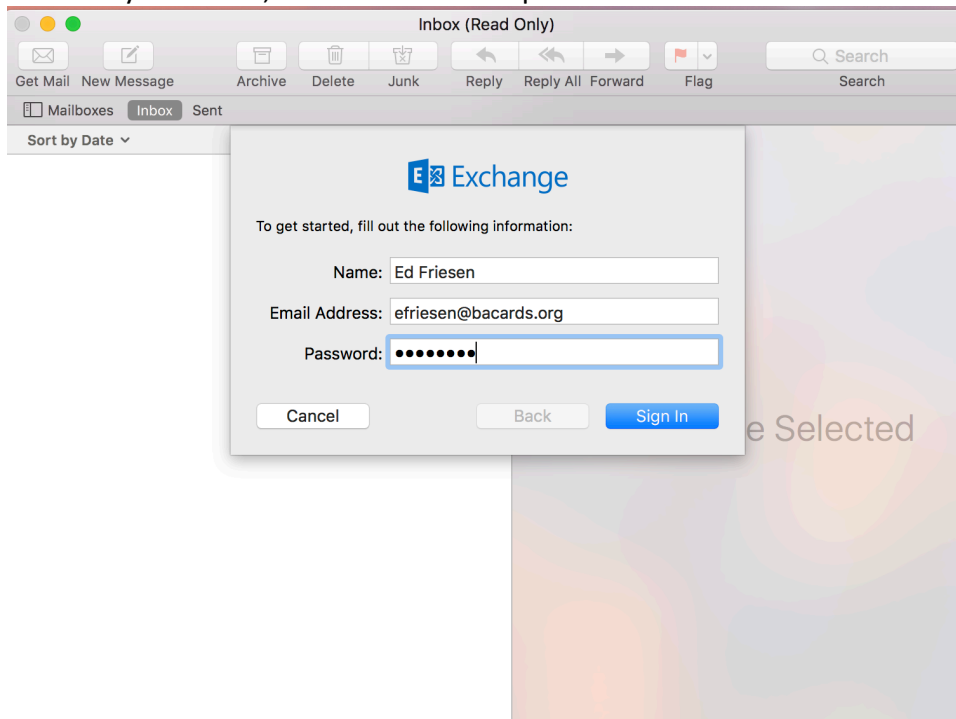
1. Open Mail



2. For the type of Mail account provider, choose Exchange



3. Enter your name, email address and password.



4. Select the Apps you will be using. By default, all apps are checked.

****If you will be using Microsoft Outlook for your email, calendar, address book, tasks and reminders. You can un-check Contacts, Calendars, Reminders and Notes. (If you leave them checked, you may find yourself receiving double notifications for calendar appointments, reminders and tasks. You can always change this by going to Internet Accounts in System Preferences.**

