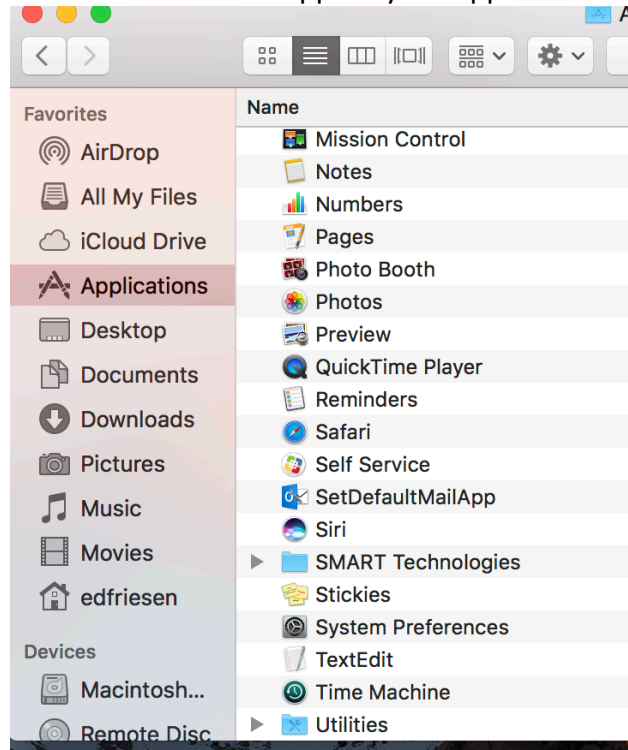To Make Microsoft Outlook your default email client app
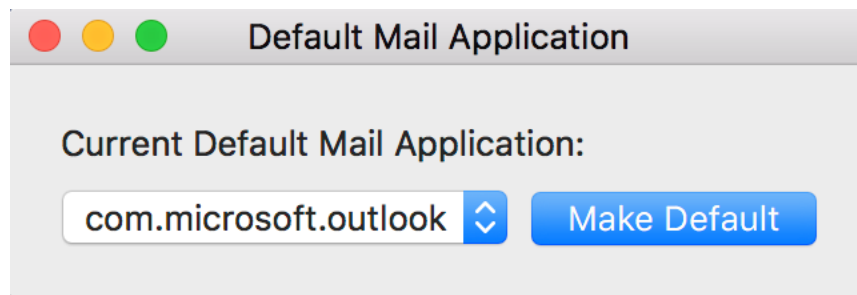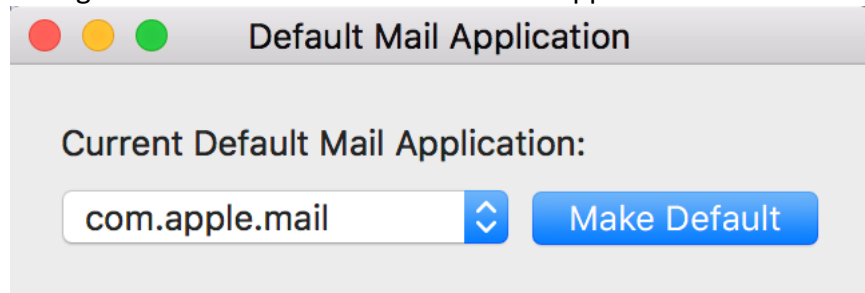
There are two methods we can use to change the default email client app.. Either option is fine.

Option 1.
1. Install "Default Email Client" from Self-Service
2. Find "SetDefaultMailApp" in your Applications folder.. Double-Click to open.

3. Change the default email client from com.apple.mail to com.microsoft.outlook.

4. Click on Make Default.
5. After clicking on Make Default, Quit the SetDefaultMailApp.

Option 2

1. This option requires that you first setup your email account in Mail.. (Please see the "Setting up Mail" guide before proceeding.
2. From the Mail menu, choose preferences.
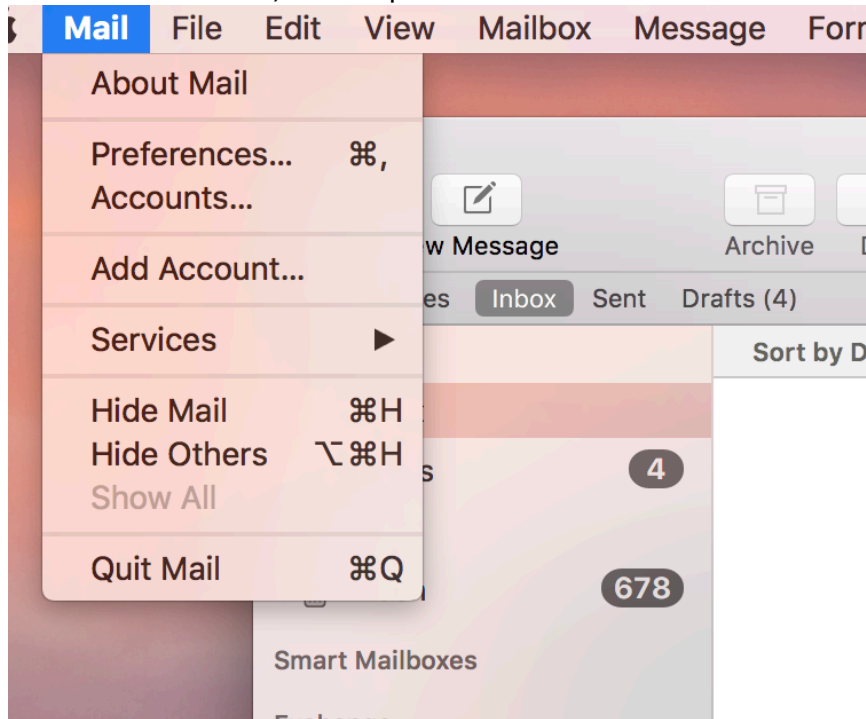
3. Click on the General Tab
4. Change Default email reader from Mail to Microsoft Outlook

General

General | Accounts | Junk Mail | Fonts & Colors | Viewing | Composing | Signatures | Rules

Default email reader: Microsoft Outlook

Check for new messages: Automatically

New messages sound: New Messages Sound

☑ Play sounds for other mail actions

Dock unread count: Inbox Only

New message notifications: Inbox Only

Add invitations to Calendar: Never

Downloads folder: Downloads

Remove unedited downloads: After Message is Deleted

If outgoing server is unavailable: Show a list of alternate servers

When searching all mailboxes, include results from:

☑ Trash

☐ Junk

☐ Encrypted Messages

?