

Outlook for WINDOWS

Setup Outlook on New computer



Example user account shown below to illustrate required configuration steps

Display Name:

David Lord

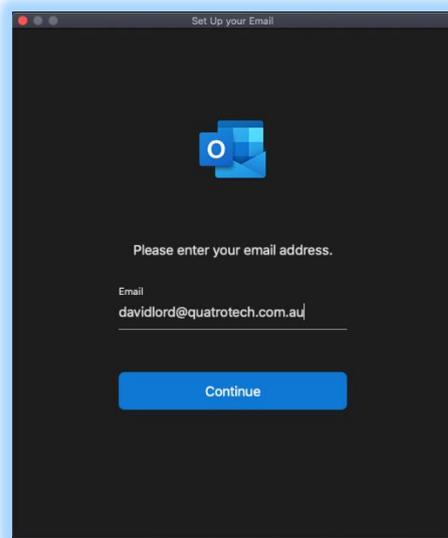
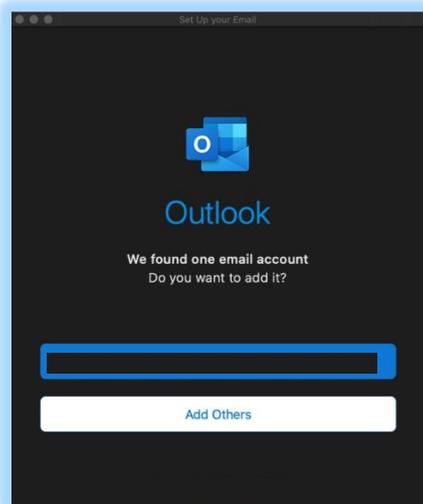
Email Address:

davidlord@quatrotech.com.au

Please use your @wentworthchambers.com.au email address

When Outlook for Mac is opened, you will get the option to add an account – Select **“Add Other”**

Enter your @wentworthchambers.com.au email address and **Continue**



Enter Password in the Microsoft Screen and click **Sign-in**

The account is now successfully added. Click **DONE**

