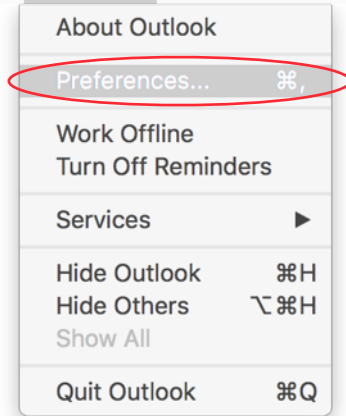


Apple **Outlook** File Edit View Message Format Tools Window Help

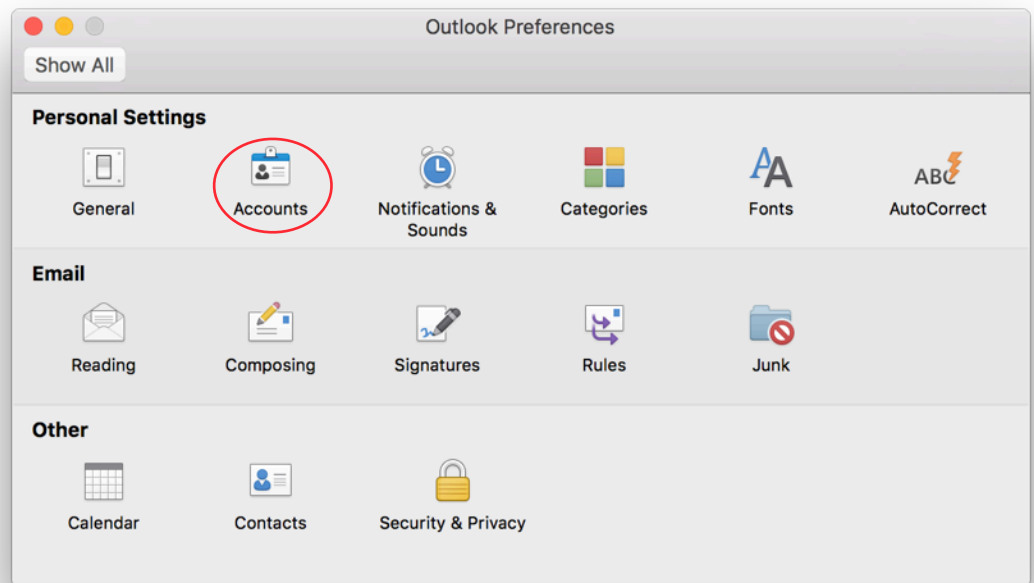
STEP 1

In Microsoft Outlook, select Outlook > Preferences



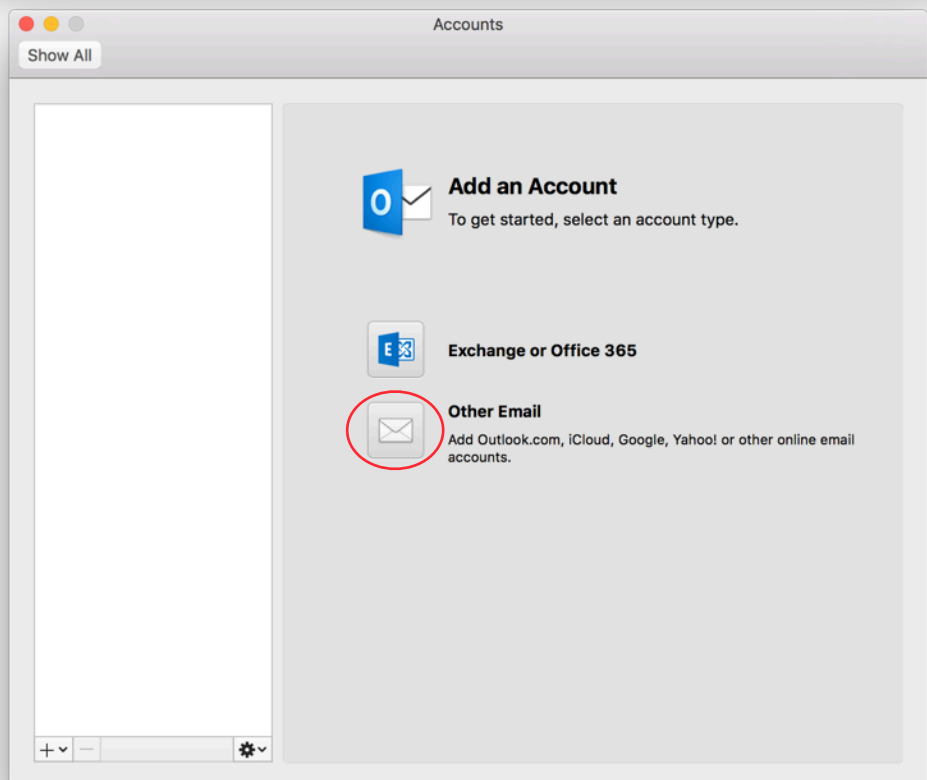
STEP 2

Select 'Accounts'



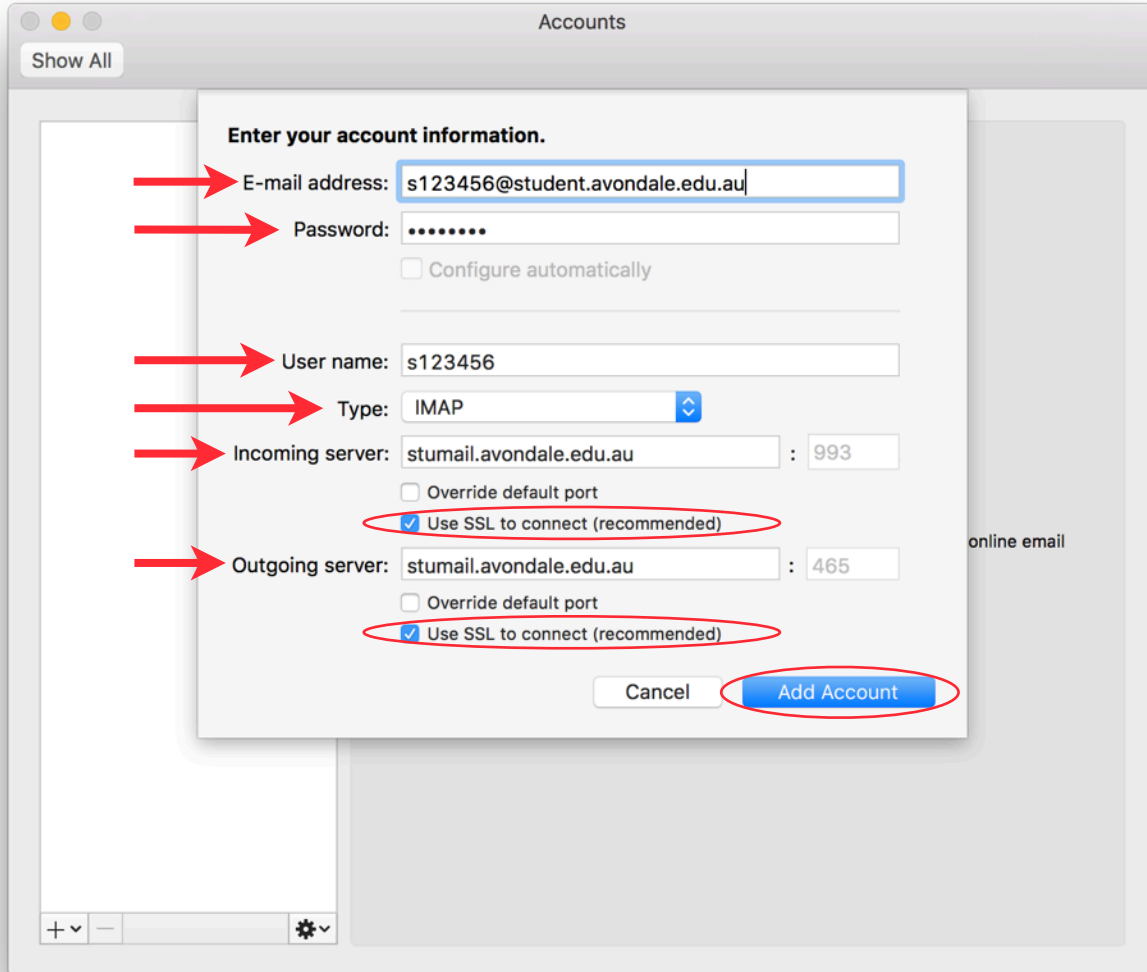
STEP 3

Select 'Other Email'.



STEP
4

Configure as follows:



Accounts

Show All

Enter your account information.

E-mail address: s123456@student.avondale.edu.au

Password:

Configure automatically

User name: s123456

Type: IMAP

Incoming server: stumail.avondale.edu.au : 993

Override default port

Use SSL to connect (recommended)

Outgoing server: stumail.avondale.edu.au : 465

Override default port

Use SSL to connect (recommended)

Cancel Add Account

FYI

If the following appears, wait 30 seconds, then click 'No'. If your account still does not work, please use the details below to contact the IT Helpdesk.

