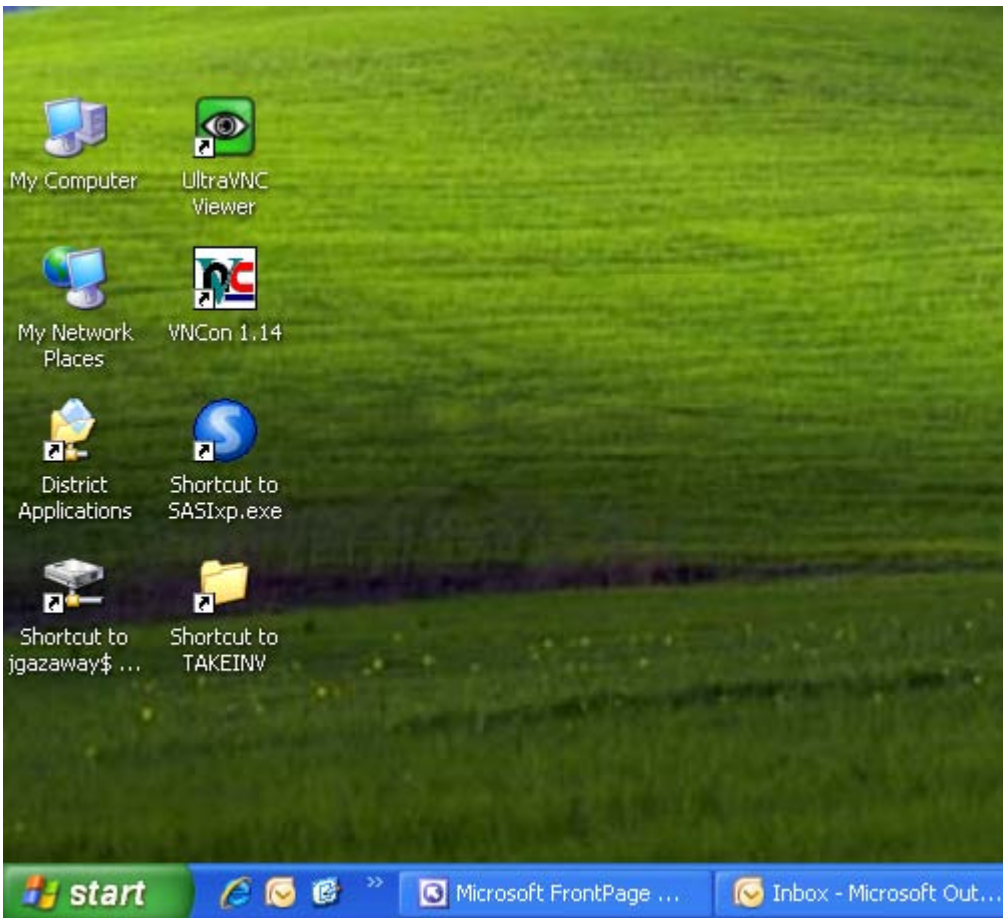


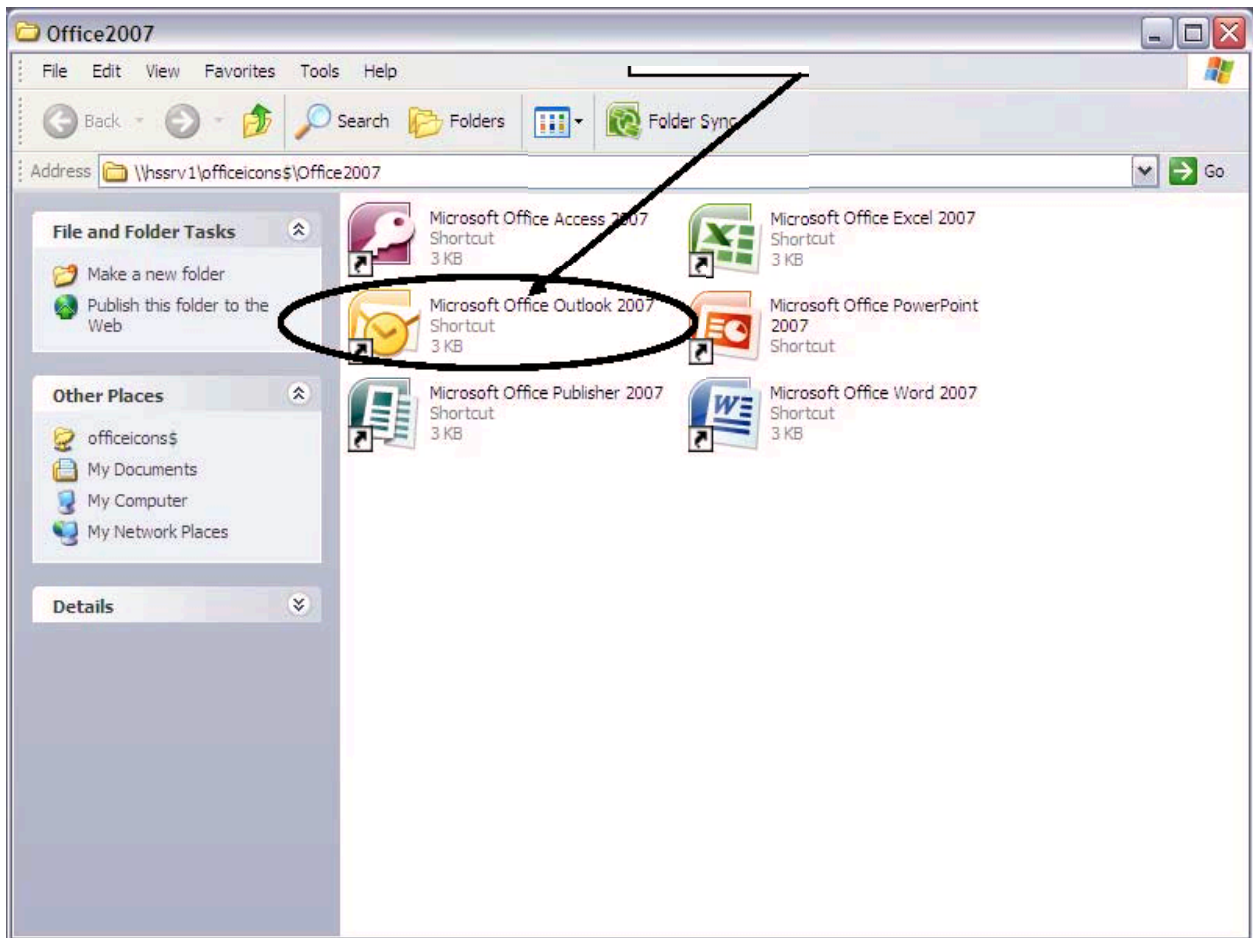
Outlook 2007 Installation

*****You must be logged into the network as yourself*****

1. Open the District Applications folder on your desktop.

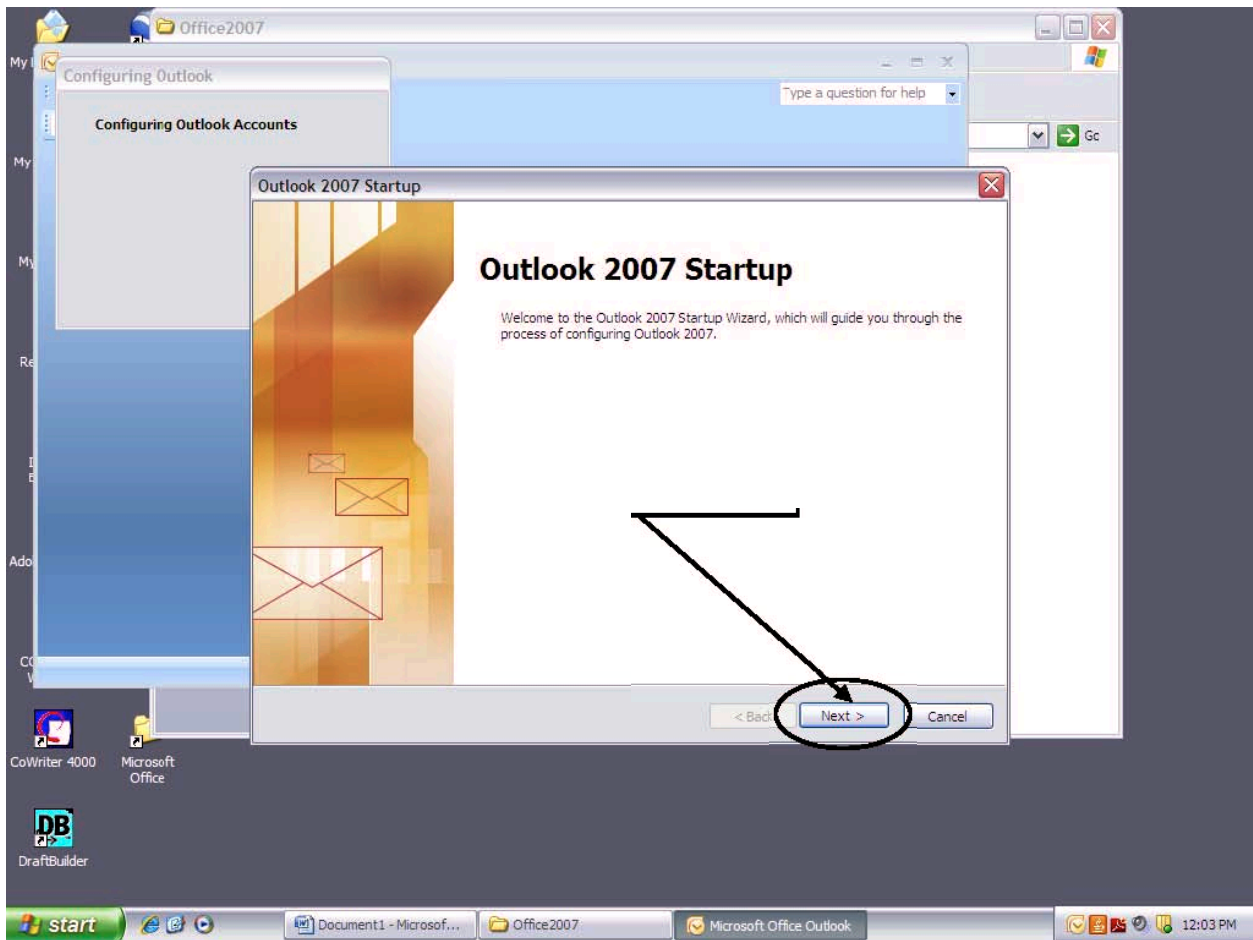
View Next page





2. Double click on the Microsoft Outlook 2007 Icon.

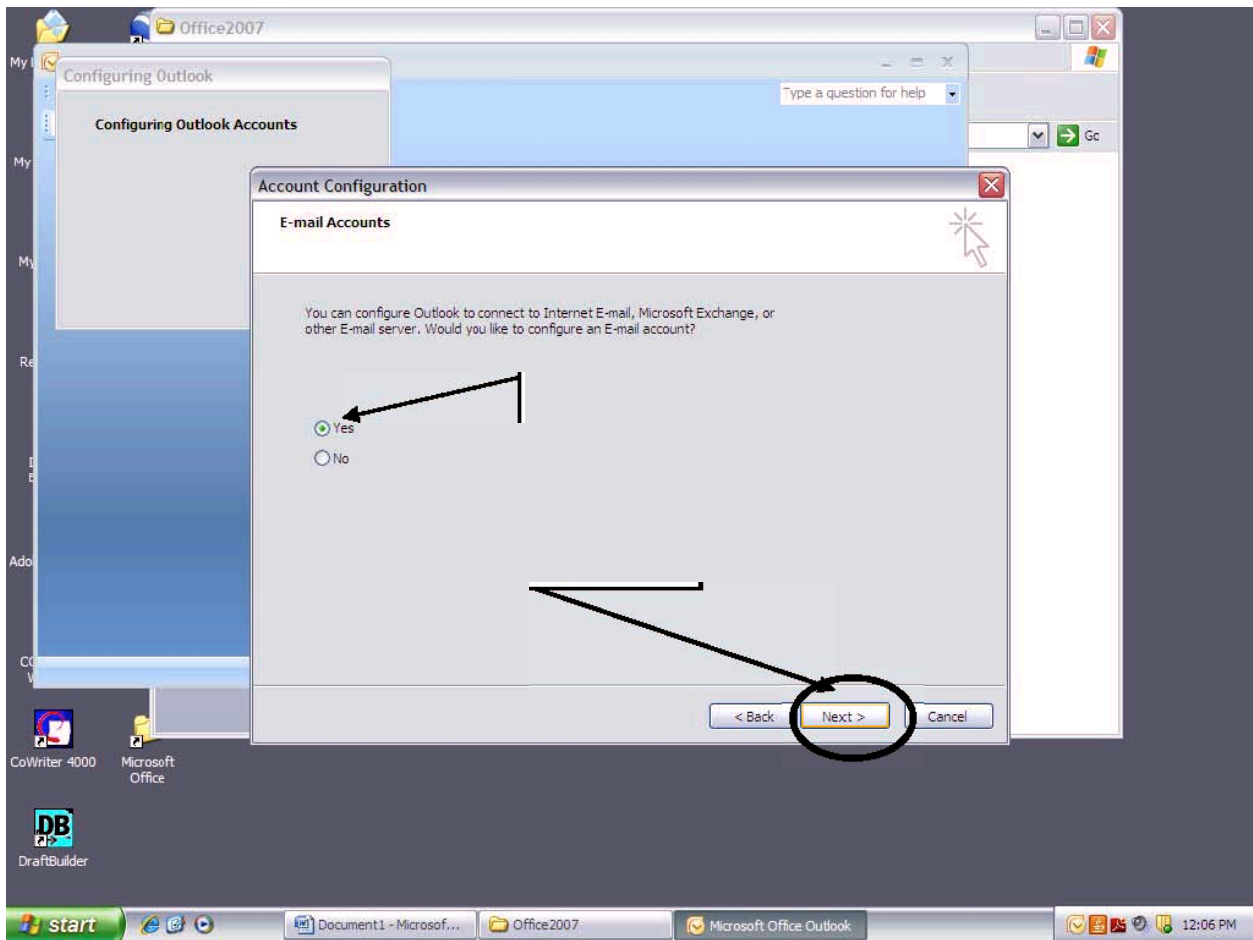
View Next page



3. Select Next.

*****The installation Wizard will open*****


View Next page



5. Select Next.
4. Make sure YES is selected. YES should be selected by default.

View Next page

Add New E-mail Account ✕

Auto Account Setup 

Clicking Next will contact your e-mail server and configure your Internet service provider or Microsoft Exchange server account settings.

Your Name:
Example: Barbara Sanjovic

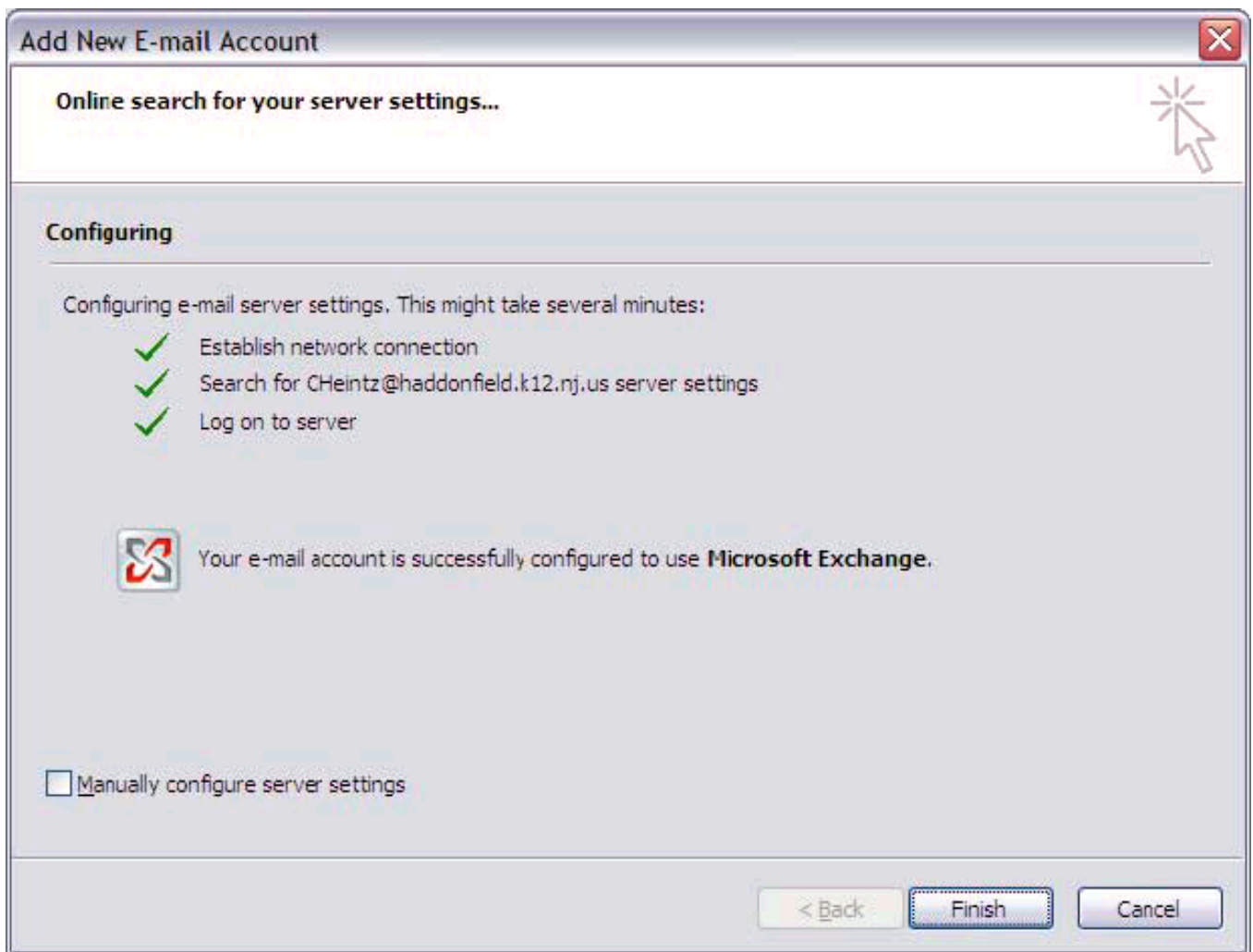
E-mail Address:
Example: barbara@contoso.com

Manually configure server settings or additional server types

6. Select Next.

*** Your name and email address should appear in these fields***

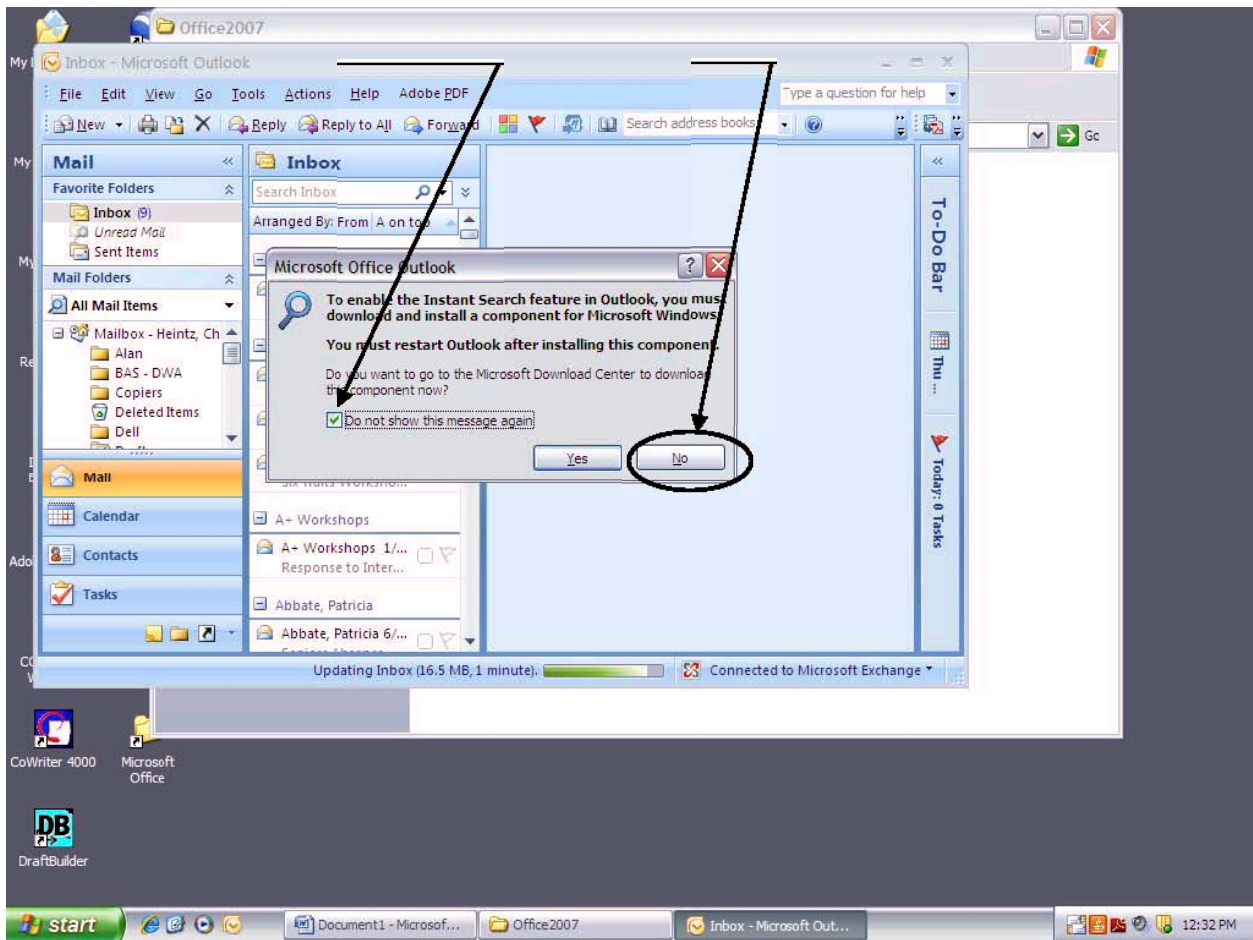
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7. Select Finish.

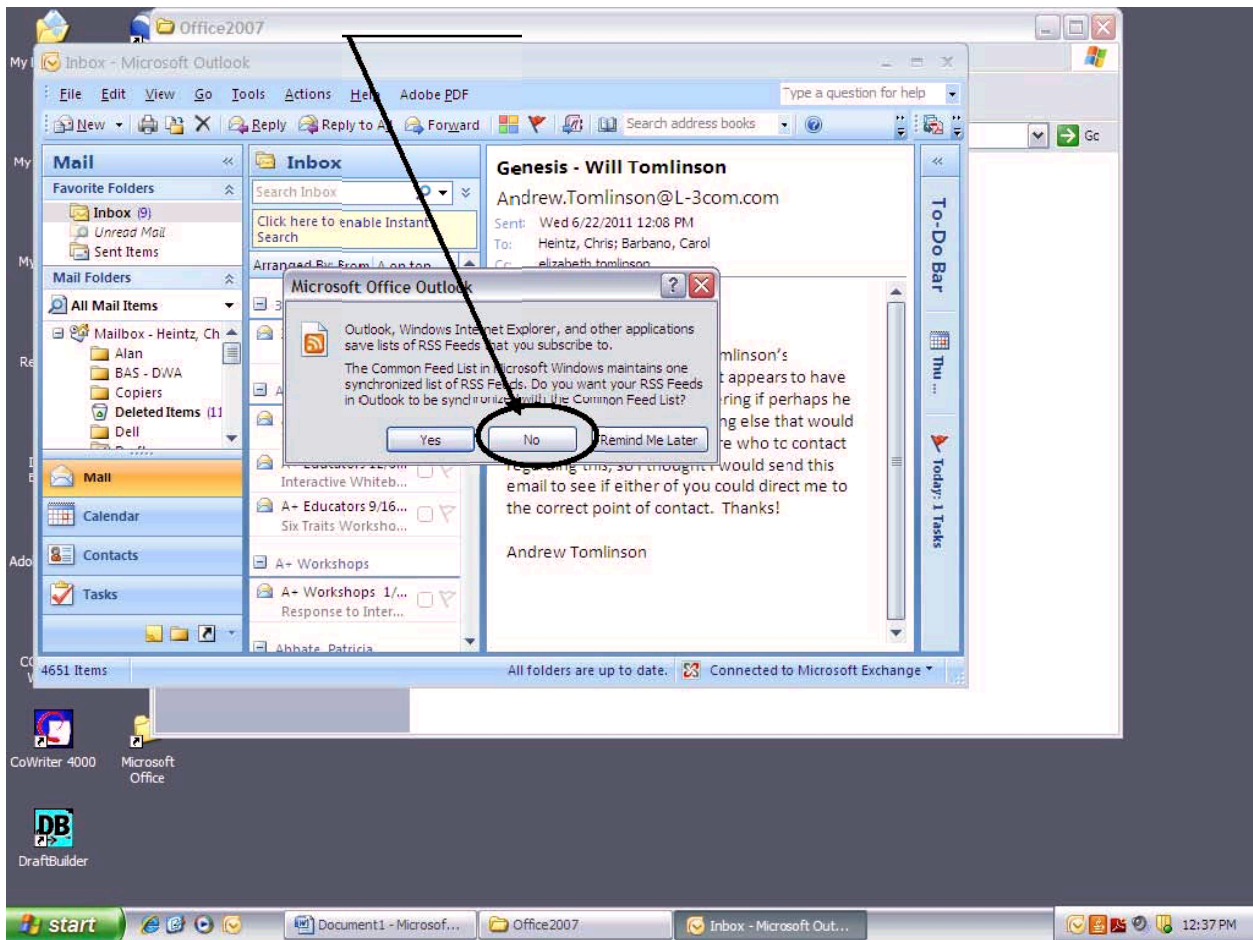
When the email configurations finishes, your screen should look like this

View Next page



8. You will be asked about installing an instant search feature. Please check off the box that says "Do not show this message again" Then select NO.

View Next page



*****Outlook will now update your email folders. This may take several minutes to complete*****
9. You will be asked to enable additional RSS feeds. Please select NO.

Setup is now complete!