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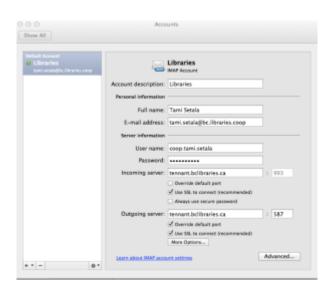
Outlook for Mac (v. 14.2.4) Outgoing Email Setup
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Outlook for Mac (v. 14.2.4) Outgoing Email Setup

Go to Menu > Accounts.

In the /Server Information/ section, change the outgoing server to "mail.libraries.coop" and the port number (located after the colon) to "587"

In addition, select the "Override default port" option and the "Use SSL to connect (recommended)" option.



Click on the More Options button. There, you will be prompted with options for additional Server Settings.

For Authentication, select "User Name and Password." Insert your e-mail username (coop.firstname.lastname) and e-mail password. Then click 'OK' to apply those changes.

Show All		Acco	unts	
Befault Account	Settings for:	tenna	nt.bclibraries.ca	
Libraries umi.scalajite.iterates.co	Authentication:	n: User Name and Password +		
	User name:	coop.tami.setala		
	Password:			
	1.1	_	Tarri Setala	
	Unqualified domain:	exam	ple.com	
	Learn about IMAP settings		Cancel OK	
	Pasi	word:	•••••	
	Incoming a	erver:	tennant.bclibraries.ca	: 993
			Override default port State 551, to connect (recommended) Always use secure password	
	Outgoing server:		tennant.bclibraries.ca	: 587
			Overnide default port Overnide default port Use SSL to connect (recommended) More Options	
	Learn about M	AP acco		Advanced

BC Libraries Coop wiki - https://wiki.libraries.coop/

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