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Outlook for Mac (v. 14.2.4) Outgoing Email Setu	
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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 "tennant.bclibraries.ca" 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.

Show All	Acct	ounts	
Default Account © Ubraries tami sotalajite, litraries corp		Libraries MAP Account	
	Account description: Personal information	Libraries	
	Full name:	Tami Setala	
	E-mail address:	tami.setala@bc.libraries.coop	
	Server information		
	User name:	coop.tami.setala	
	Password:		
	Incoming server:	tennant.bclibraries.ca	: 993
		Overvide default part Store SSL to connect (recommended) Always use secure passward	
	Outgoing server:	tennant.bclibraries.ca	: 587
		✓ Overvide default part ✓ Use SSL to connect (recommended) More Options	
+ + - 0 T		unt actilingo	Advanced

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.

