



Outlook configuration in Windows



- 1- Click on Outlook icon
- 2- Give a name to the new profile (Can be your initials), click "OK"



3- Fill with your UCP email address (IDU), followed by click "connect"







4- Account successufly added , Finish with "Done"

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outlook	
Account successfully added	-
Office 365 rirebelo@ucp.pt	
Add another email address	
Next	
Advanced options 🗸	
Воле	
Set up Outlook Mobile on my phone, too	