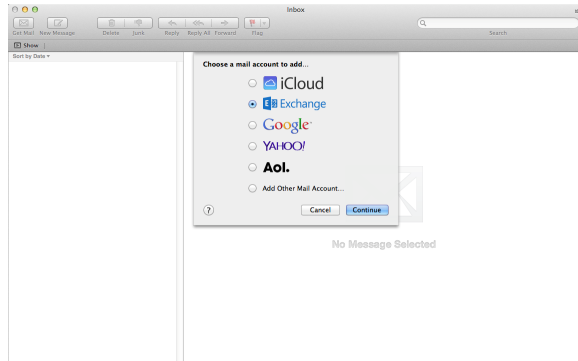


Exchange Online (Office365) - OS X Mail

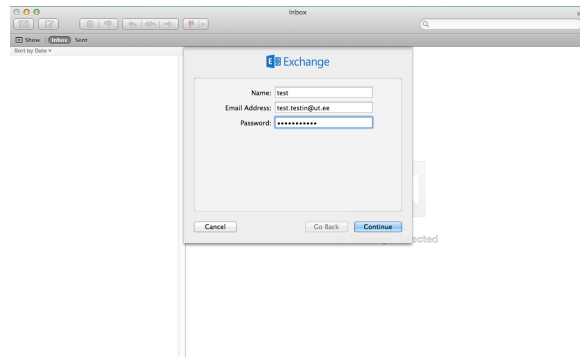
Käesolev juhend selgitab, kuidas seadistada oma Exchange Online (Office 365) konto Mac OS X e-posti programmis Mail.

1. Avage Mac OS X meiliklient (Mail)
2. Uue konto lisamisel tuleb valida konto tüübiks **Exchange**.



Vajuta pildil, et näha seda suuremalt

3. Sisestage oma nimi, Tartu Ülikooli e-posti aadress kujul ja kasutajakontoga seotud parool. Seejärel vajutage **Continue**.

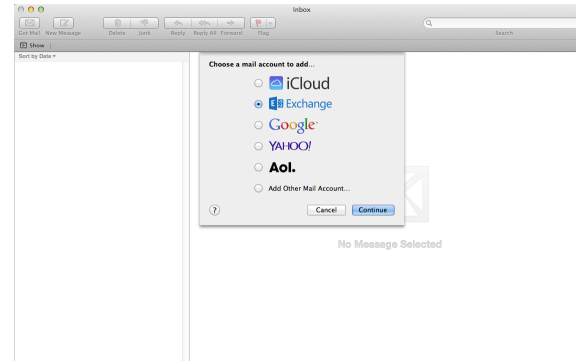


Vajuta pildil, et näha seda suuremalt

4. Lahtrisse Description võite kirjutada vabalt valitud kujul kontot kirjeldava(d) märksõnad (nt UT mail). User Name reale sisestage oma Tartu Ülikooli kasutajatunnus kujul **kasutajatunnus@ut.ee**. Server Address reale sisestage **outlook.office365.com**. Kui serveri aadressi asemel küsitakse hoopis Internal ja External URL'i, siis sisestage mõlemale väljale **https://outlook.office365.com/EWS/Exchange.asmx**. Seejärel vajutage **Continue**.

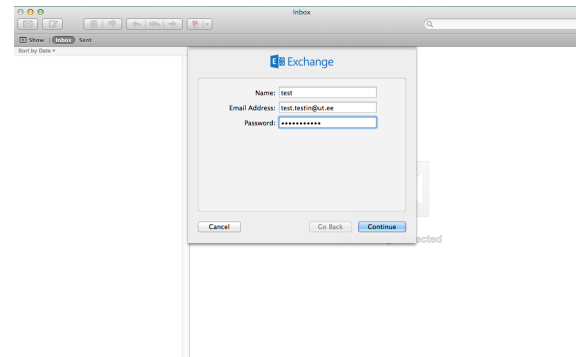
These instructions will help you set up your Exchange Online account (Office 365) with the Mac OS X e-mail client Mail.

1. Open the Mac OS X e-mail client (Mail)
2. When adding a new account, choose to add an **Exchange** account.



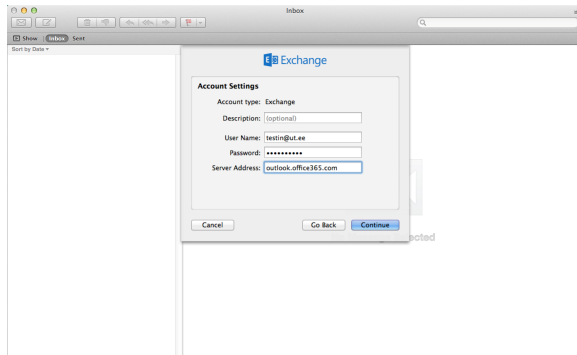
Click on the image to enlarge

3. Enter your name, the University of Tartu e-mail address and the password associated with your account. Then click **Continue**.



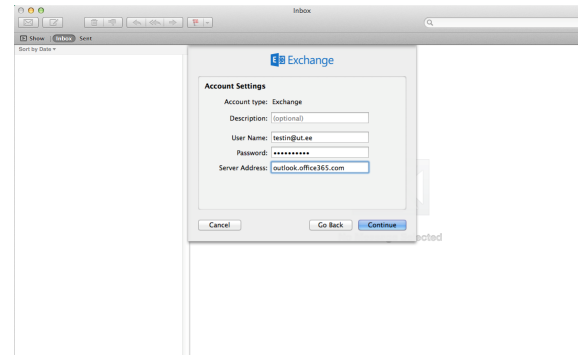
Click on the image to enlarge

4. You can enter a short description for the account in the Description field (optional). Enter **your University of Tartu username** in the User Name field as **username@ut.ee**. Enter **outlook.office365.com** in the Server Address field. If Internal and External URL is required instead of Server Address, then add **https://outlook.office365.com/EWS/Exchange.asmx** into the both fields. Then click **Continue**.



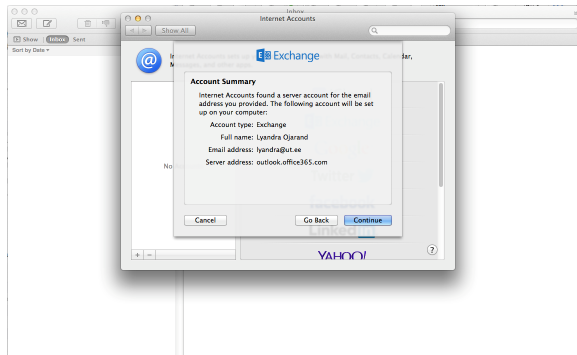
Vajuta pildil, et näha seda suuremalt

5. Programm kuvab konto seadistamise kokkuvõtte. Vajutage **Continue**.



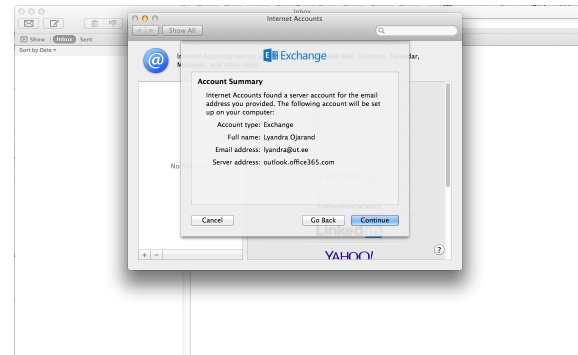
Click on the image to enlarge

5. The software will display a summary of the configuration. Click **Continue**.



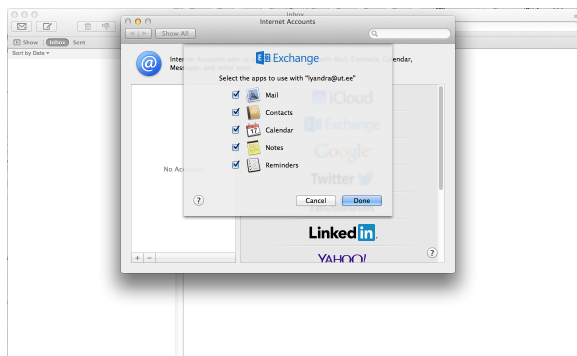
Vajuta pildil, et näha seda suuremalt

6. Valige teenused, mida soovite kasutada.

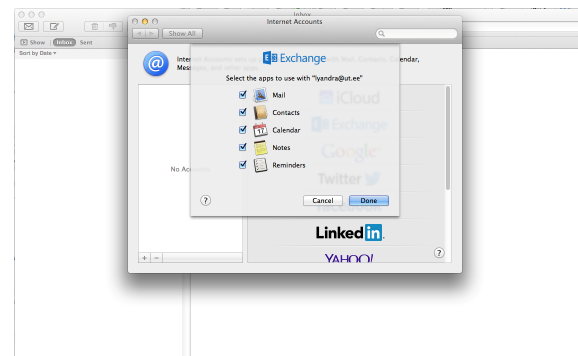


Click on the image to enlarge

6. Choose the applications to use with your account.



Vajuta pildil, et näha seda suuremalt



Click on the image to enlarge