

Outlook setup on Mac

In this guide, you will find instructions about adding your University of Tartu Microsoft 365 account to Outlook on a macOS device (Macbook, iMac etc.)

 Eesti keeles



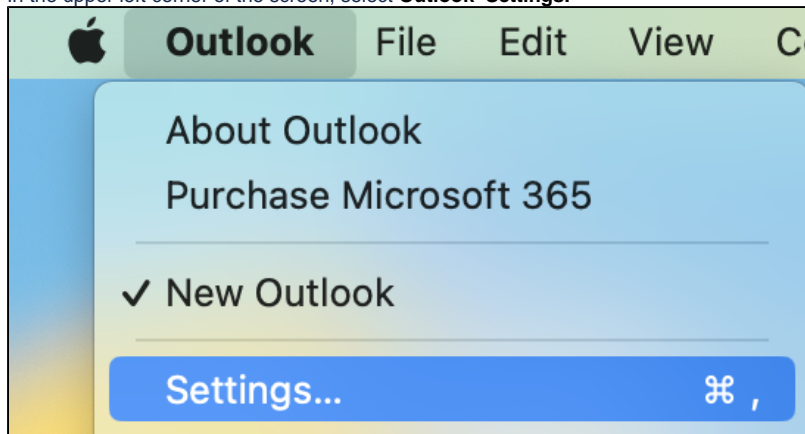
When using cloud service, applying two-factor authentication is mandatory: [Activating two-factor authentication](#).

Guides

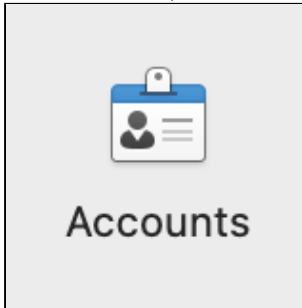
1. Open the **Microsoft Outlook** application



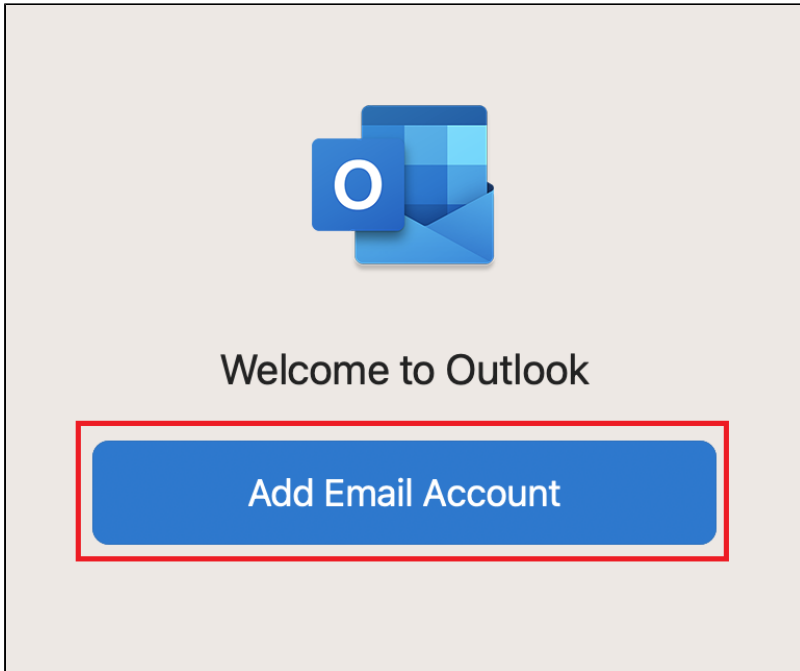
2. In the upper left corner of the screen, select **Outlook Settings**.



3. To add an account, select **Accounts**.



4. Select **Add Email Account**.



5. Enter your **username** and **password** in the format [username@ut.ee](#).



Welcome to Outlook

Enter your email address

Add your Microsoft 365, Outlook.com, Google, iCloud, Yahoo, IMAP, or POP accounts.

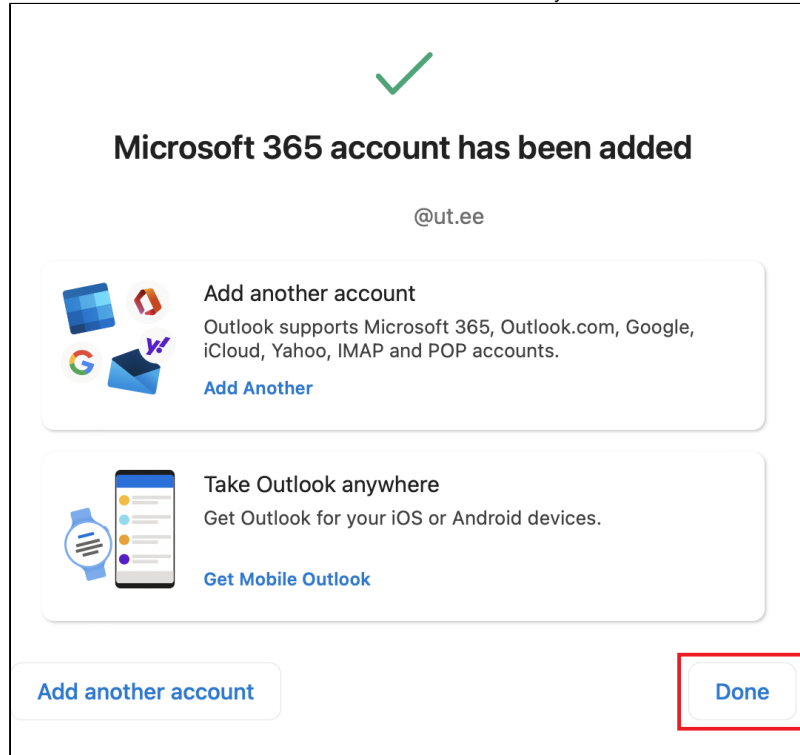


Email address

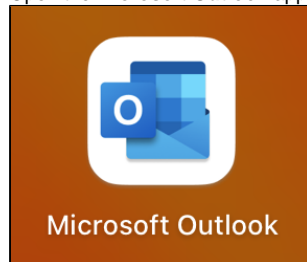
username@ut.ee

Continue

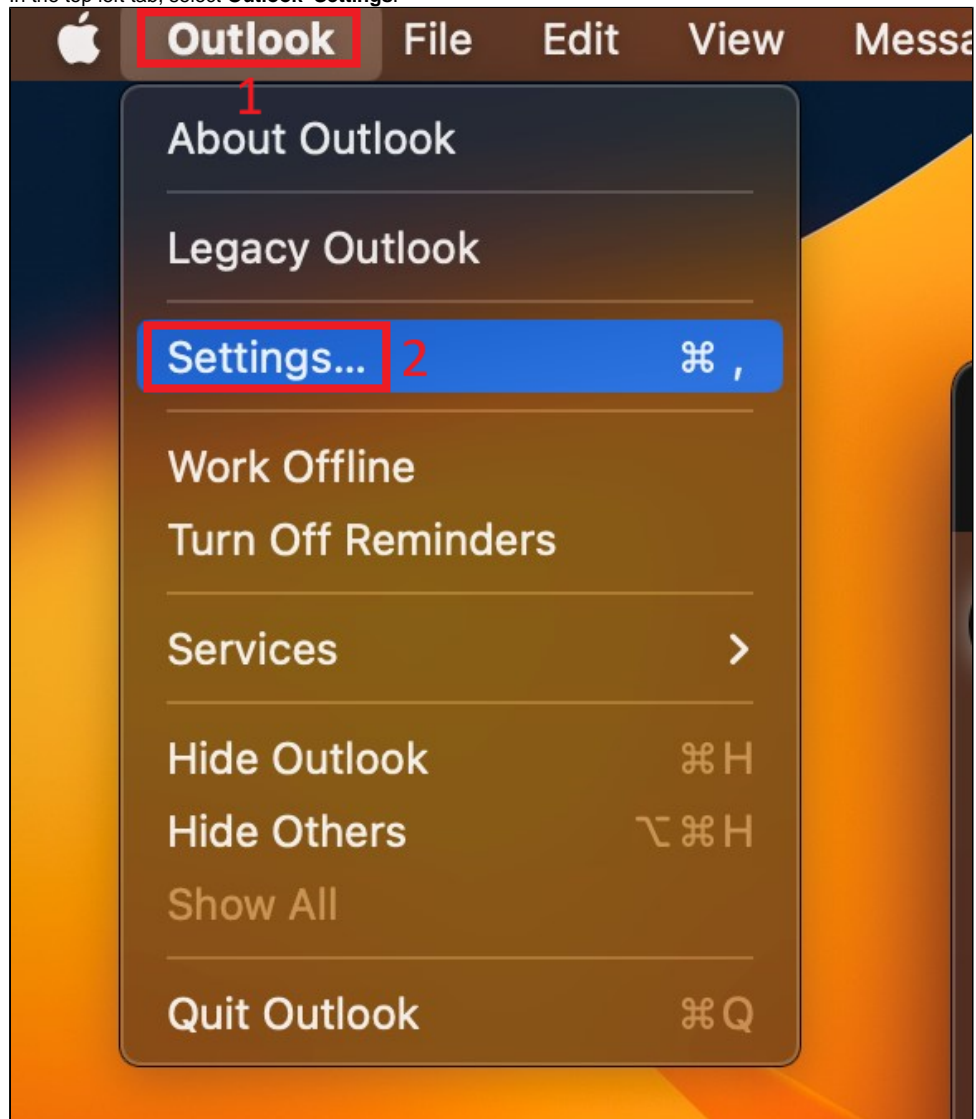
6. Click **Done**. Your Microsoft 365 account has been successfully added.



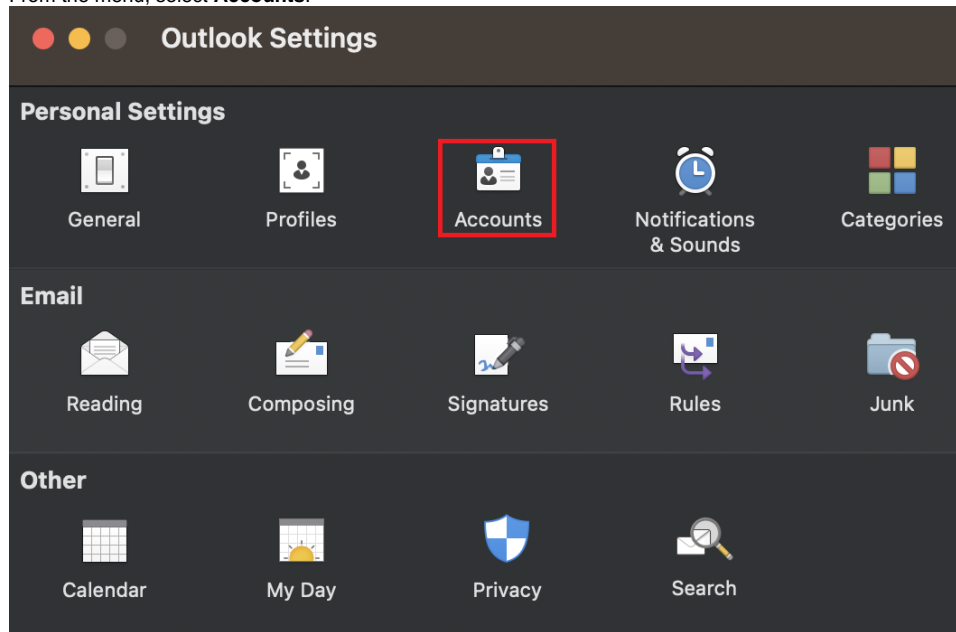
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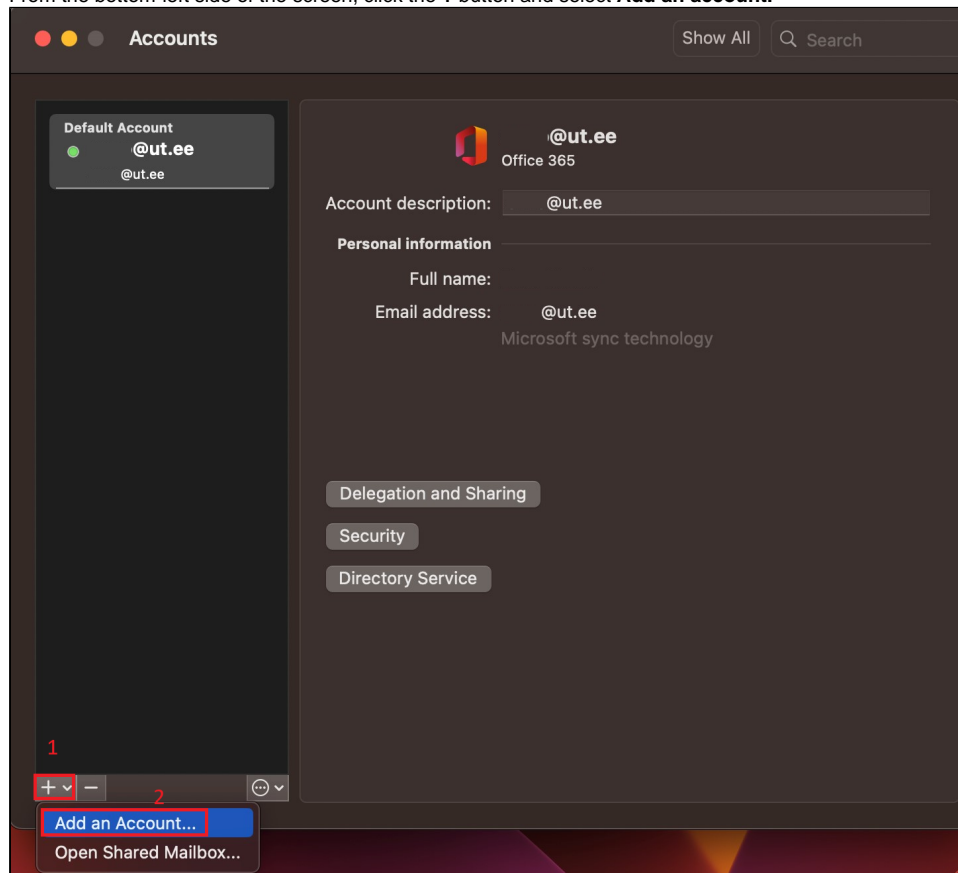
2. In the top left tab, select **Outlook Settings**.



3. From the menu, select **Accounts**.




4. From the bottom-left side of the screen, click the **+** button and select **Add an account**.



5. Enter your e-mail address in the format **username@ut.ee** and click the **Continue** but

Add Account



Stay connected on your favourite Apple devices.

Add an Account

Enter your email address

Add your Microsoft 365, Outlook.com, Google, iCloud, Yahoo, IMAP, or POP accounts.

1

2

[Create new account](#)