

Setting up Outlook 365 on Macintosh

1. Delete your old Exchange (MCC) email account.
2. Add the account in System Preferences > Internet Accounts, but use an incorrect password.
3. Click continue when you get the password error.
4. Put your full email address for the username, the correct password, and the server as outlook.office365.com
5. This will setup the Mail, Contacts and Calendar on the Macintosh.