How to: Add your TechMail account in Outlook for Mac

Details

1) If you are opening Outlook for the first time, click the **Add Account** button. Otherwise, you will need to [add an additional account](#).

2) Type your TechMail address and click **Continue**.
3) Type the following information and then click Add Account.

- **Method**: Username and Password
- **Email Address**: your TechMail address
- **DOMAINUsername or Email**: your TechMail address
- **Password**: your eRaider password
- **Server**: outlook.office365.com
4) Type your TechMail address and eRaider password. Then, click Sign in.
Please sign-in with ttu\eRaider username or tührsc\eRaider username or your @ttu.edu email address.

raider.red@ttu.edu

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Sign in

Set-Up Account  Change Password

Forgot Password?  Forgot Username?

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5) Click Done.

NOTE: You may also click Add Another Account to set up multiple accounts.
6) If prompted about allowing the server autodiscover-s.outlook.com or autodiscover.ttu.edu to configure your settings, check the box labeled "Always use my response for this server". Then, click Allow.
OUTCOME

You will be able to send/receive email, access your calendar, contacts, tasks, notes, and other features using Outlook for Mac.

Solution Properties

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