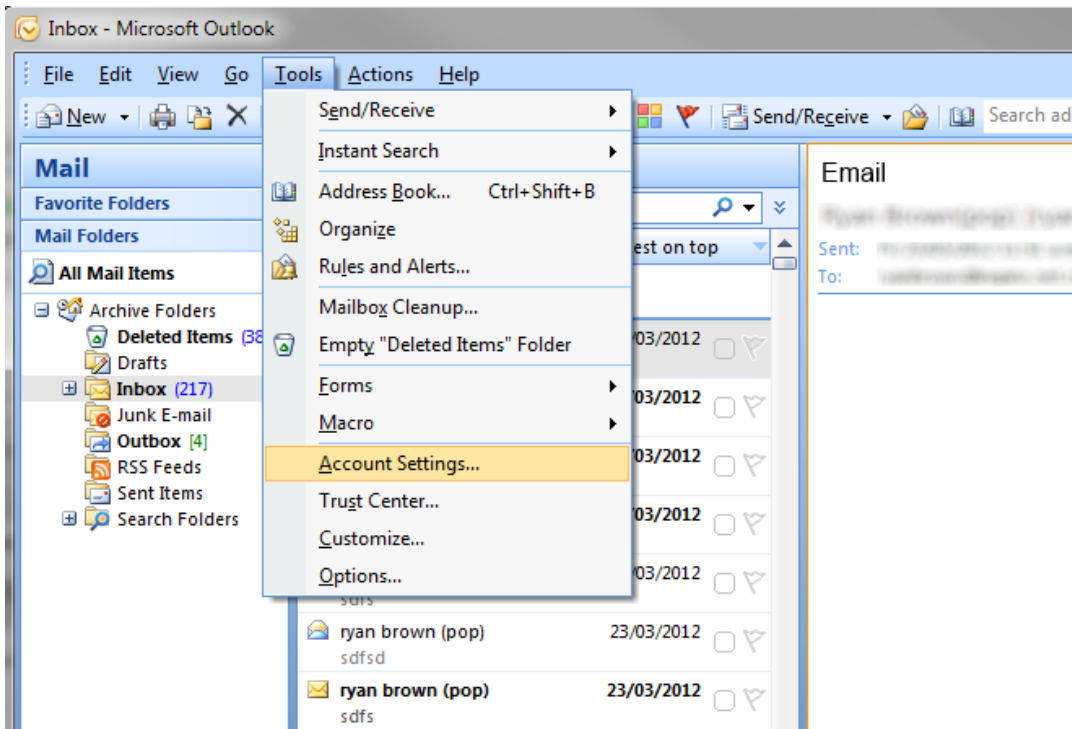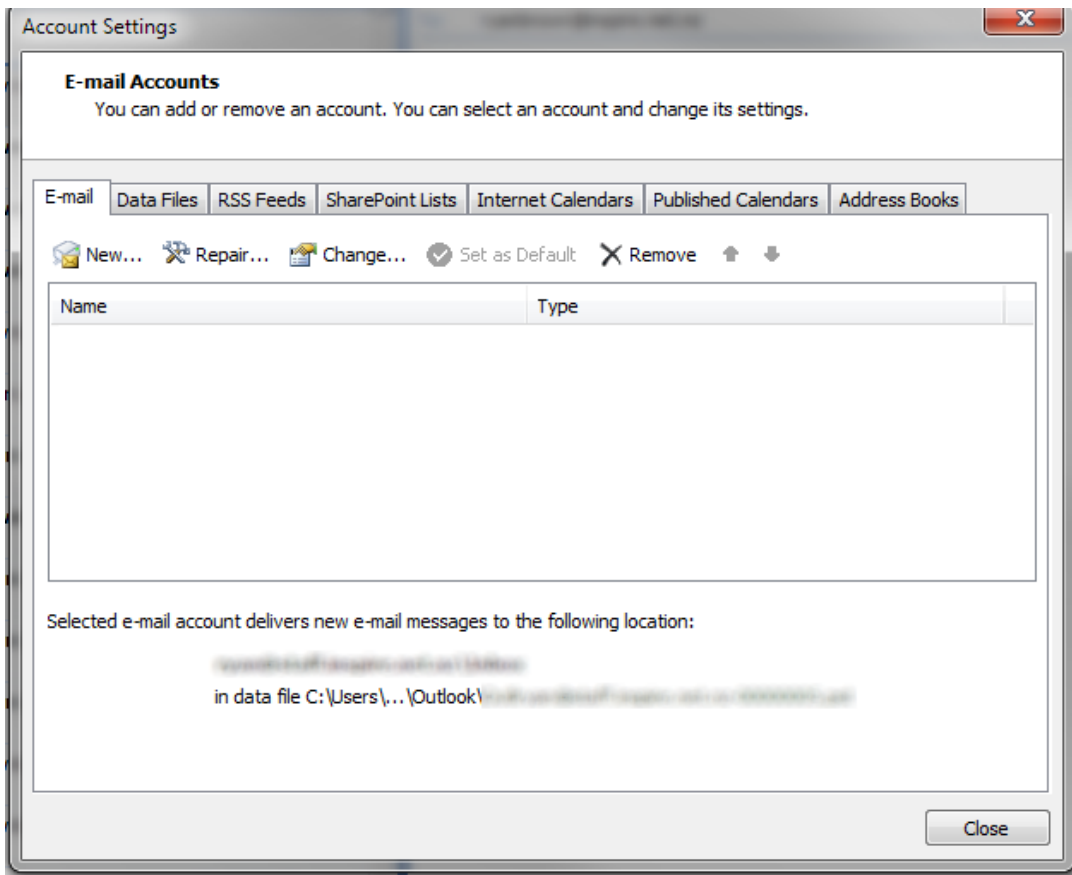# Outlook 2007 setup guide

1. Open Outlook 2007, Select the 'Tools' Menu, select 'Account Settings'

2. Under 'Email' Click on 'New'

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3. Select '**Microsoft Exchange, POP3 IMAP, or HTTP**' then click '**Next**'

4. Fill in the details, select '**Manually Configure Server Settings**' then click '**Next**'

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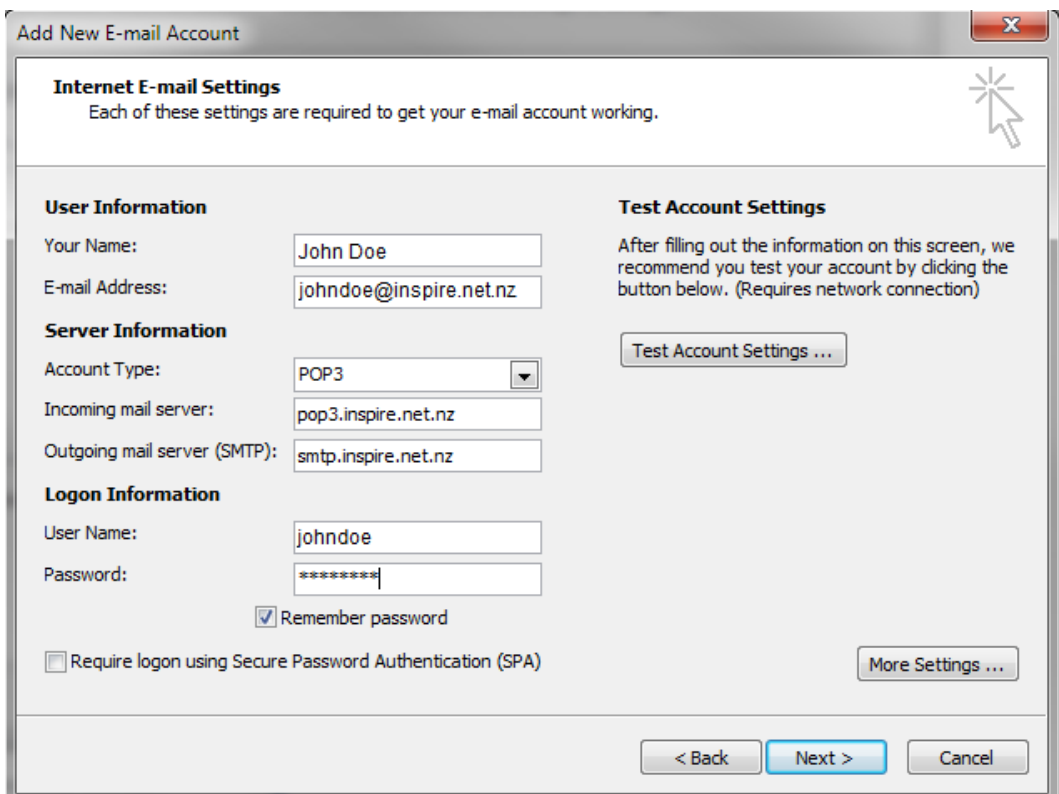
5. Select "**Internet Email**" then click '**Next**'
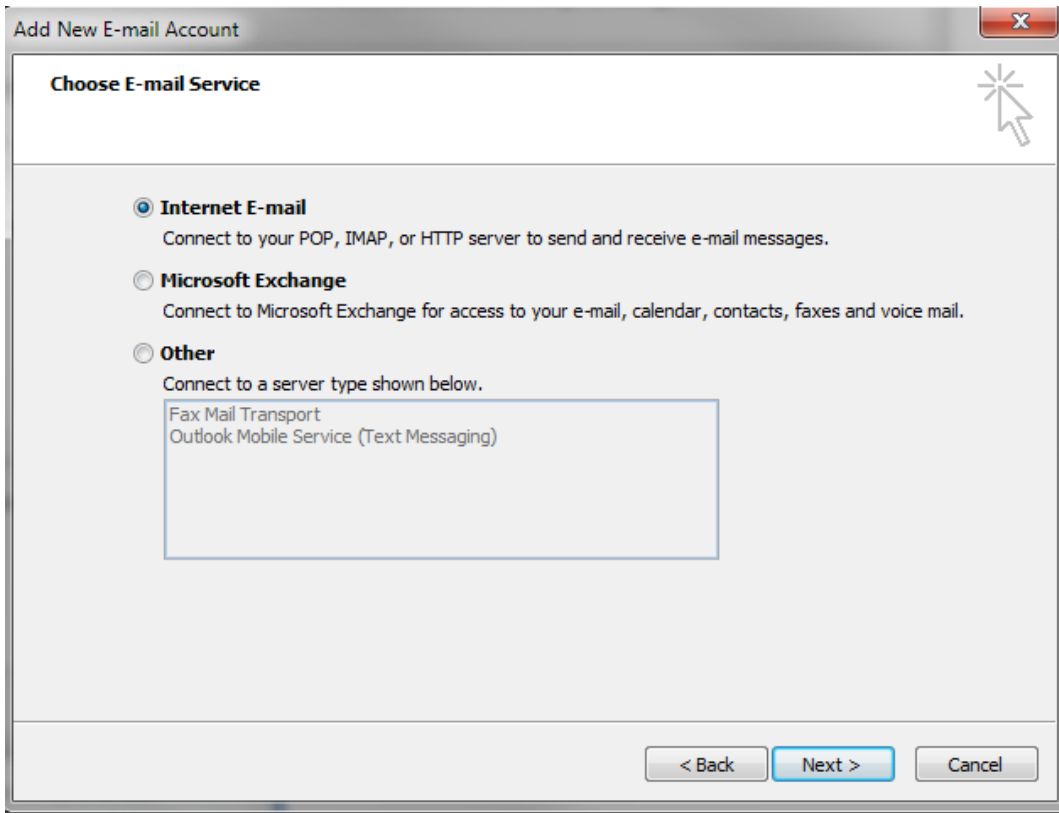
6. Enter in the required details and click '**Next**'

7. Click '**Finish**'