

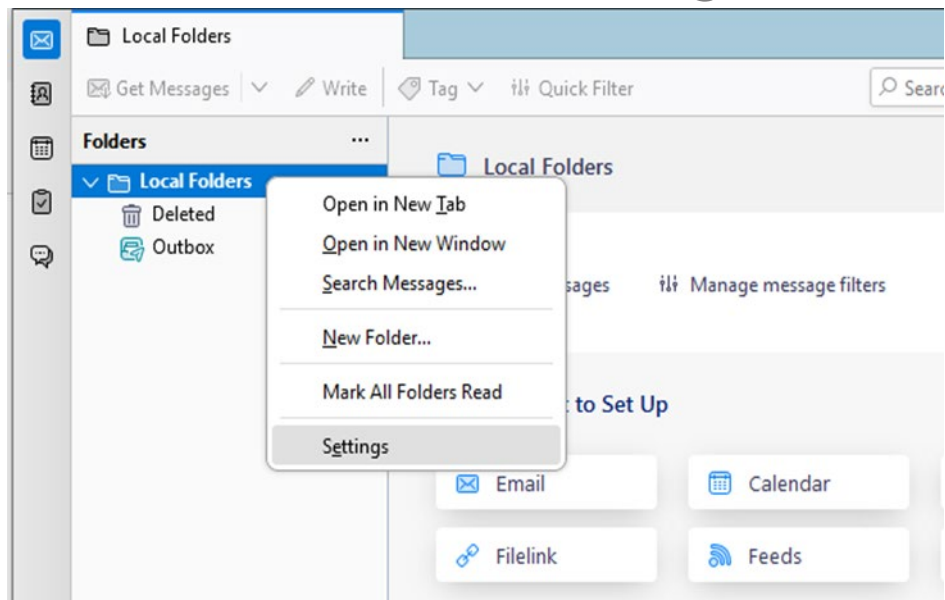


# How to configure Thunderbird for Outlook 365



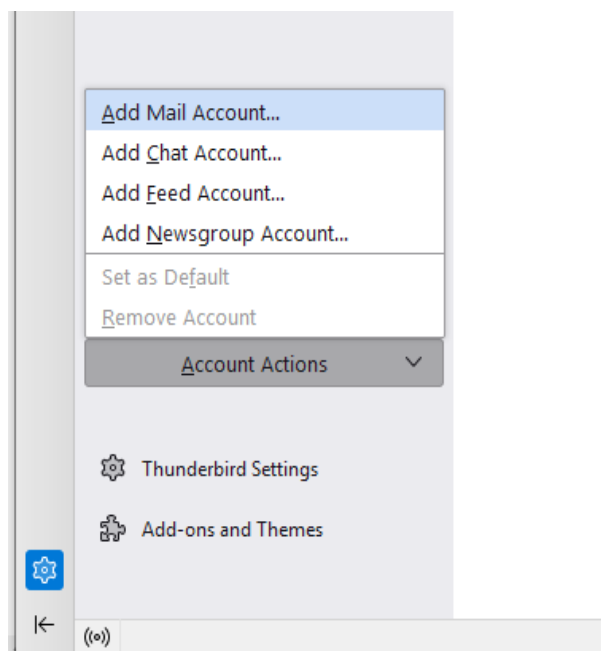


- Launch Thunderbird and right click on Local Folders on the left hand side. Select Settings





- Click on Account Actions -> Add Mail Account





- On the Account Set up window, enter required information

- Then click on Configure manually



- Under Server settings, fill required fields using these values:

### Incoming Server

- Protocol: IMAP
- Hostname: outlook.office365.com

### Outgoing Server

- Hostname: smtp.office365.com
- Then click on the Re-test button.
- Automatic settings will be retrieved in the pop-up.



- If necessary, change settings as shown below

The screenshot shows the Thunderbird 'Account Setup' window. The 'Name Surname' field is filled with 'Name.Surname'. The 'Email address' field is filled with 'Name.Surname@studenti.unimi.it'. The 'Password' field is masked with dots, and the 'Remember password' checkbox is checked. A green message box states: 'The following settings were found by probing the given server:'. Below this, the 'Server settings' section is expanded to show 'INCOMING SERVER' and 'OUTGOING SERVER' configurations.

**INCOMING SERVER**

Protocol:	IMAP
Hostname:	outlook.office365.com
Port:	993
Connection security:	SSL/TLS
Authentication method:	OAuth2
Username:	Name.Surname@studenti.unimi.it

**OUTGOING SERVER**

Hostname:	smtp.office365.com
Port:	587
Connection security:	STARTTLS
Authentication method:	OAuth2
Username:	Name.Surname@studenti.unimi.it

Buttons at the bottom: Re-test, Cancel, Done.

Thunderbird will attempt to auto-detect fields that are left blank.

Your credentials will only be stored locally on your computer.



## Incoming server

- Protocol: IMAP
- Hostname: outlook.office365.com
- Connection security: SSL/TLS
- Port: 993
- Authentication method: OAuth2

## Outgoing server

- Hostname: smtp.office365.com
- Connection security: STARTTLS
- Port: 587



- Authentication method: OAuth2

Click on Done.

Enter your credentials in the Microsoft login window:

- **Username:** your email (Name.Surname@studenti.unimi.it)
- **Password:** your account password

Accept terms and conditions as requested.

Click on Finish.