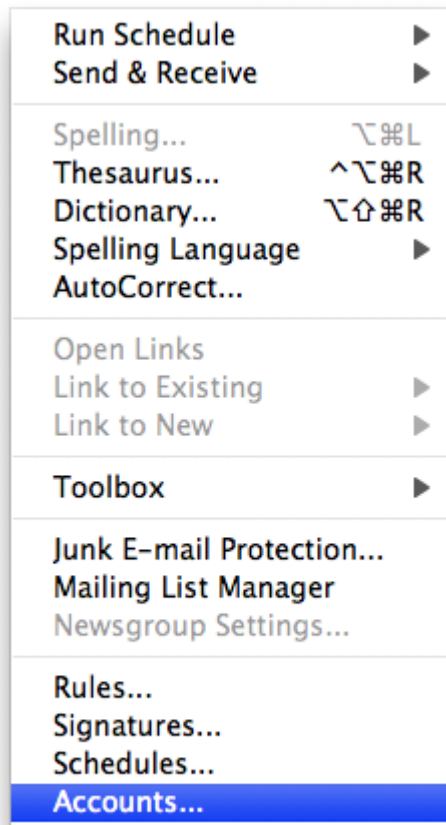# Microsoft Entourage 2008 Setup
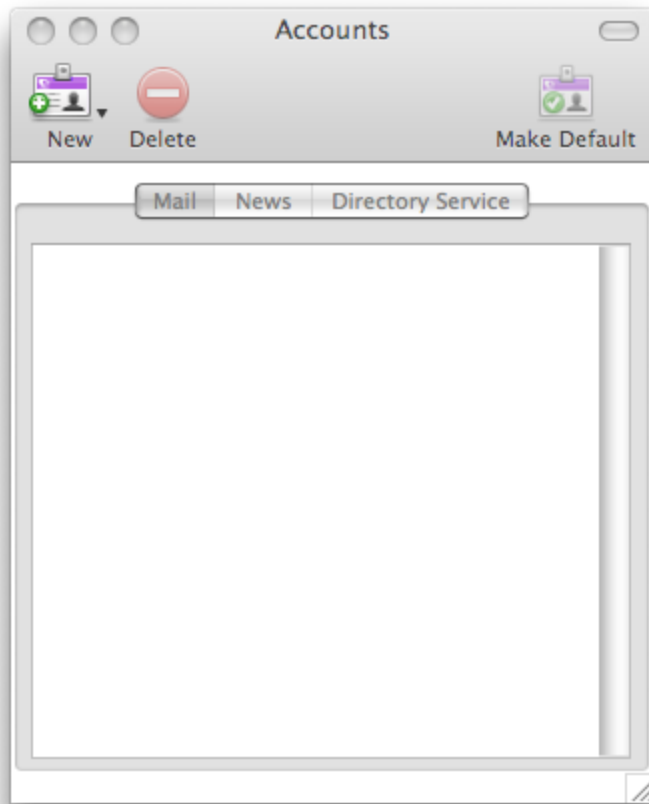
Note: Staff wishing to set up Entourage 2008 should use [this guide](#).
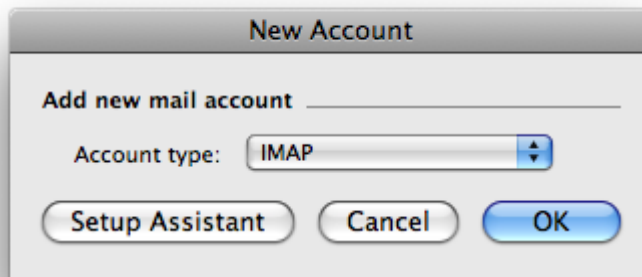
Entourage 2008 Setup

1. When Entourage 2008 is started click 'Tools' then 'Accounts' (If you are running Entourage for the first time you can cancel out of the setup).

2. Select New

3. Select IMAP from the drop down menu and press OK.

4. Enter the following information into the form.
   - Account Name: **Any name you choose.**
   - Name: **Your Name**
   - Email Address: **Public ID@live.missouristate.edu**
   - Account ID: **Private ID@live.missouristate.edu**
   - IMAP Server: **outlook.com**
   - Password: **Your Password**

http://resnet.missouristate.edu/help/bearmailEntourage.php

- SMTP Server: **pod51000.outlook.com**

Edit Account

Account Settings | Options | Advanced | Mail Security

Account name: Live.MissouriState.edu

☑ Include this account in my "Send & Receive All" schedule

Personal information

Name: ResNET Missouri State

E-mail address: PublicId@live.missouristate.edu

Receiving mail

Account ID: PrivateId@live.missouristate.edu

IMAP server: outlook.com

Password: ●●●●●●●●

☑ Save password in my Mac OS keychain

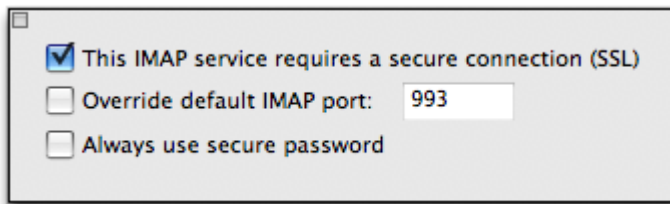*Click here for advanced receiving options*

Sending mail

SMTP server: pod51000.outlook.com

Click here for advanced sending options

Cancel | OK

5. Under Receiving Mail click "Click Here for Advanced Receiving Options" and check "This IMAP service requires a secure connection (SSL)"
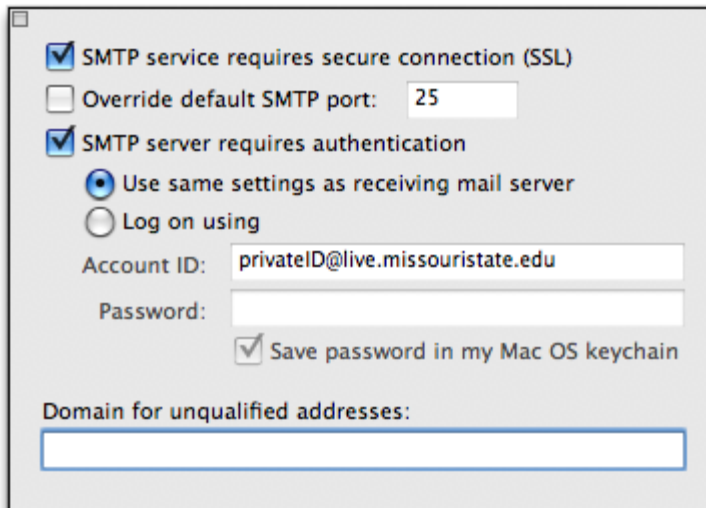
6. Under Sending Mail click "Click Here for Advanced Sending Options" check "SMPT services requires a secure connection (SSL)" and "SMTP Server requires authentication" and then choose "Use same settings as receiving mail server".

7. Entourage should then start syncing. This process may take awhile, so please be patient.

If you have any difficulties with this tutorial, please feel free to contact either the ResNet Offices (417 836-6100) or the open access computer labs (417 836-4519) for assistance.