

## SECUREMAIL FOR MICROSOFT OUTLOOK – QUICK START GUIDE

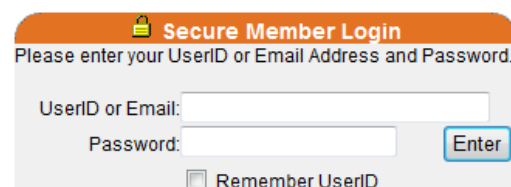
Welcome to DataMotion SecureMail, the easiest solution for sending secure messages from **Outlook!** With your SecureMail account you can send private, encrypted email messages to anyone, just by clicking the Send Secure button added to your Outlook toolbar. This Quick Start Guide will provide you with easy steps to get started.

### Getting Started

SecureMail provides two interfaces for sending secure emails, an add-in for Microsoft Office Outlook and a web portal. SecureMail can be downloaded through your account on the web portal and integrates with Outlook to allow you to send secure email messages from your email client.

### Downloading the SecureMail application

1. Open a web browser to the URL <https://ssl.datamotion.com>.
2. Login with your email address and password.
3. Click the **Client Downloads** link.
4. Select the SecureMail for Outlook v4.3 for your Outlook version and click **Download**.



**Secure Member Login**  
Please enter your UserID or Email Address and Password.

UserID or Email:

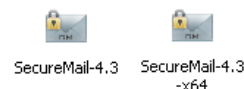
Password:

☐ Remember UserID

**NOTE:** The 64-bit version is only used if you are running Outlook 2010 64-bit.

### Installing SecureMail

1. Close Outlook.
2. Double-click the **SecureMail-4.3** or **SecureMail-4.3-x64** application.
3. On the Welcome screen click **Next**.
4. On the End-User License Agreement screen accept the license and click **Next**.
5. On the Ready to Install screen click **Install**.
6. On the Completed screen, click **Finish**.



SecureMail for Outlook is now installed and ready for use!

## Using SecureMail with Outlook

The Send Secure button allows you to send a secure message in the same manner as sending any regular email. Just click the Send Secure button instead of the Send button.

Compose a new message, reply to or forward a message, and add attachments the way you normally would. Then click the Send Secure button and the email will be securely sent to the listed recipients.

See the DataMotion SecureMail for Microsoft Office Outlook® User's Guide for more options and controls.

