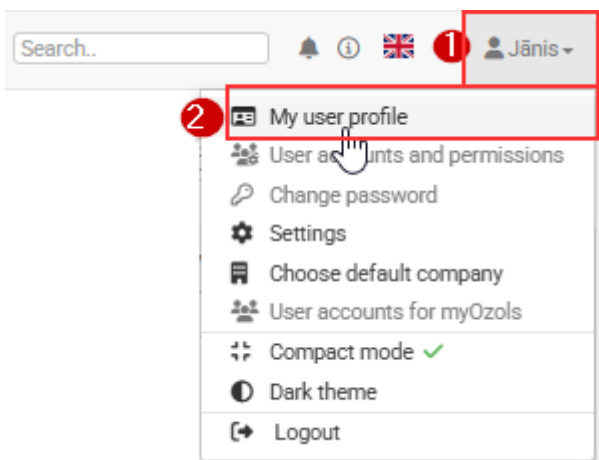


How to set up Office365 e-mail?

If your email provider is Microsoft Office365 You need o set up email sending following this instruction

1. Click on your **Name** icon
2. Choose **My user profile**



3. Press command button **Office365 setup**

A screenshot of a 'My user profile' form. The form has a title bar with a close button. It contains several input fields: 'Name' (Jānis), 'Surname' (Veldre), 'Position' (Transport Manager), 'GSM' (+371 29489925), 'Email' (info@cloudex.lv), and 'Phone' (Phone). The 'Email password' field contains the text 'Office365 setup' and is highlighted with a red box and a red circle '3'. At the bottom left, there is a status message 'Saved: 09.12.2025 14:19 webuser'. At the bottom right, there are 'Save' and 'Cancel' buttons.

Then press command button **Connect to Microsoft**

Microsoft Email Authorization

Office365 Status: Not connected

Connect to Microsoft

Login with your email and follow further instructions.

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