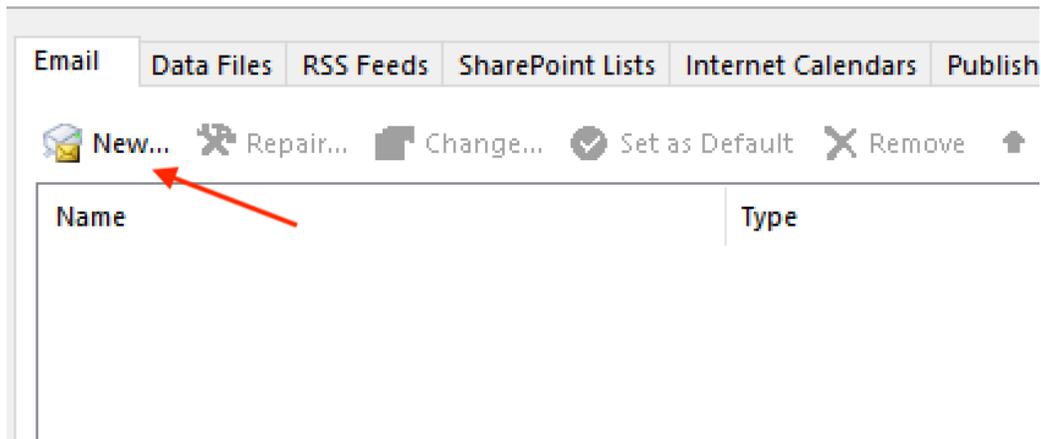


Go to File -> Account Settings and add a new account.

Account Settings

Email Accounts

You can add or remove an account. You can select an account and change



Enter your alumni email address and click Connect.

Welcome to Outlook

Enter an email address to add your account.

Advanced options ▾

Connect

Continue to next page...

You might hit the MIT Touchstone login prompt where you enter your alumni username (without @alum.mit.edu appended to it) and password, and then you should see this:

Adding @alum.mit.edu

Account setup is complete

OK