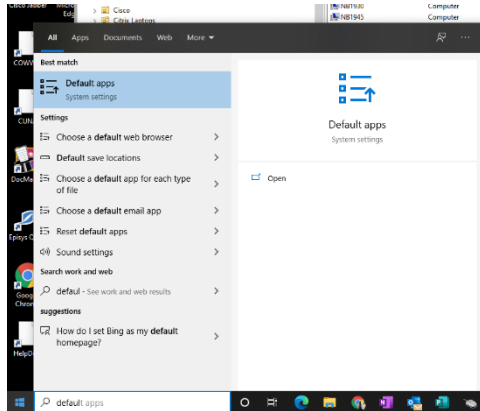
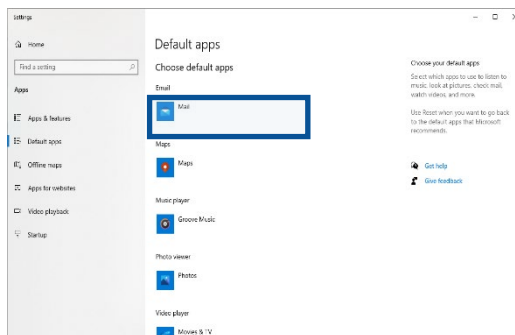


## Setting Default Mail App to Outlook

1. Hit the Start button at the bottom left corner of your screen or the windows key on your keyboard.
2. Begin typing “default apps”
3. Select Default apps (system settings) from the menu.



4. From the Default Apps screen, select the “Mail” icon under the Email subheading.



5. From the Choose an app menu, select “Outlook”.

