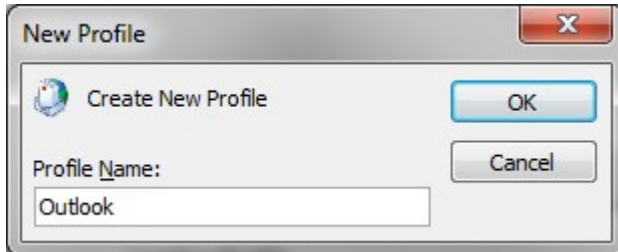
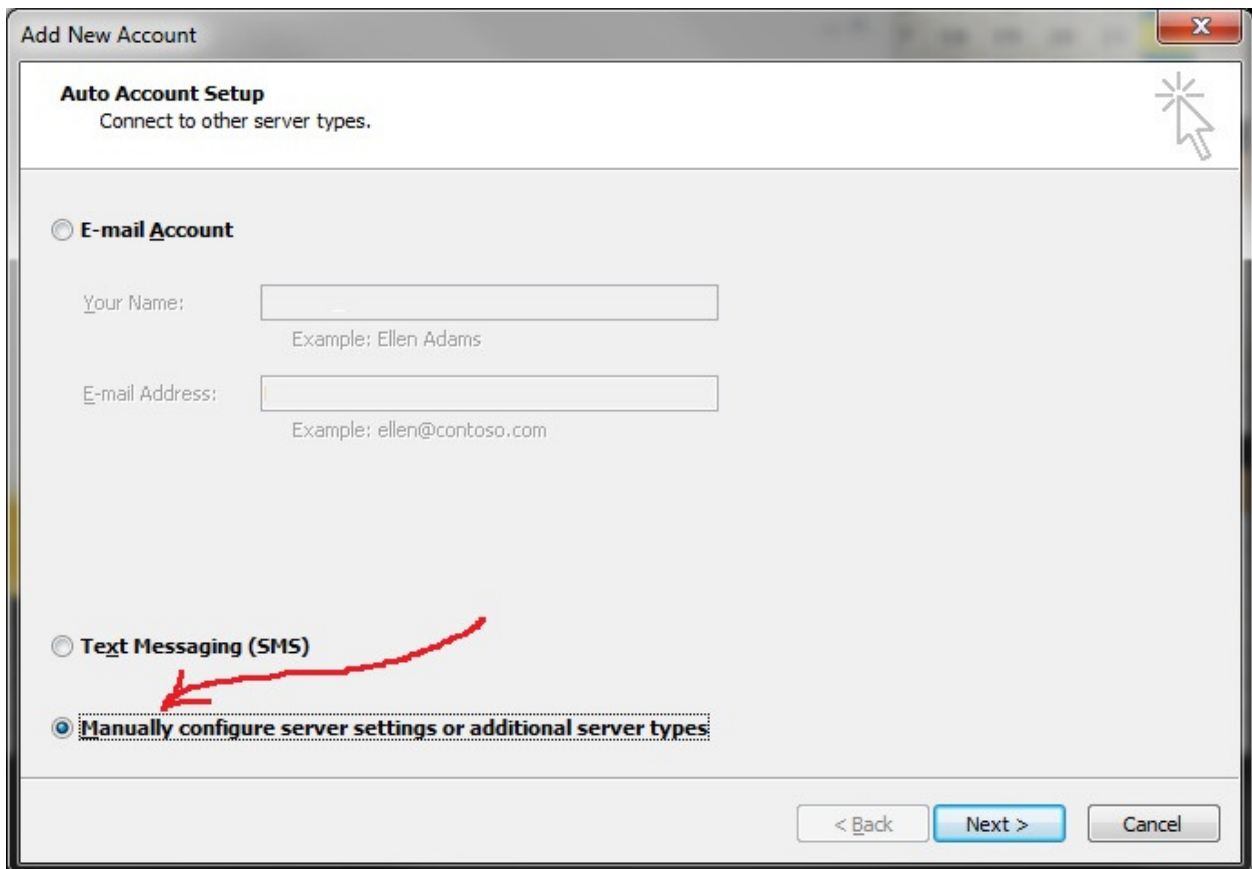


Setting up Outlook 2010

Open Outlook

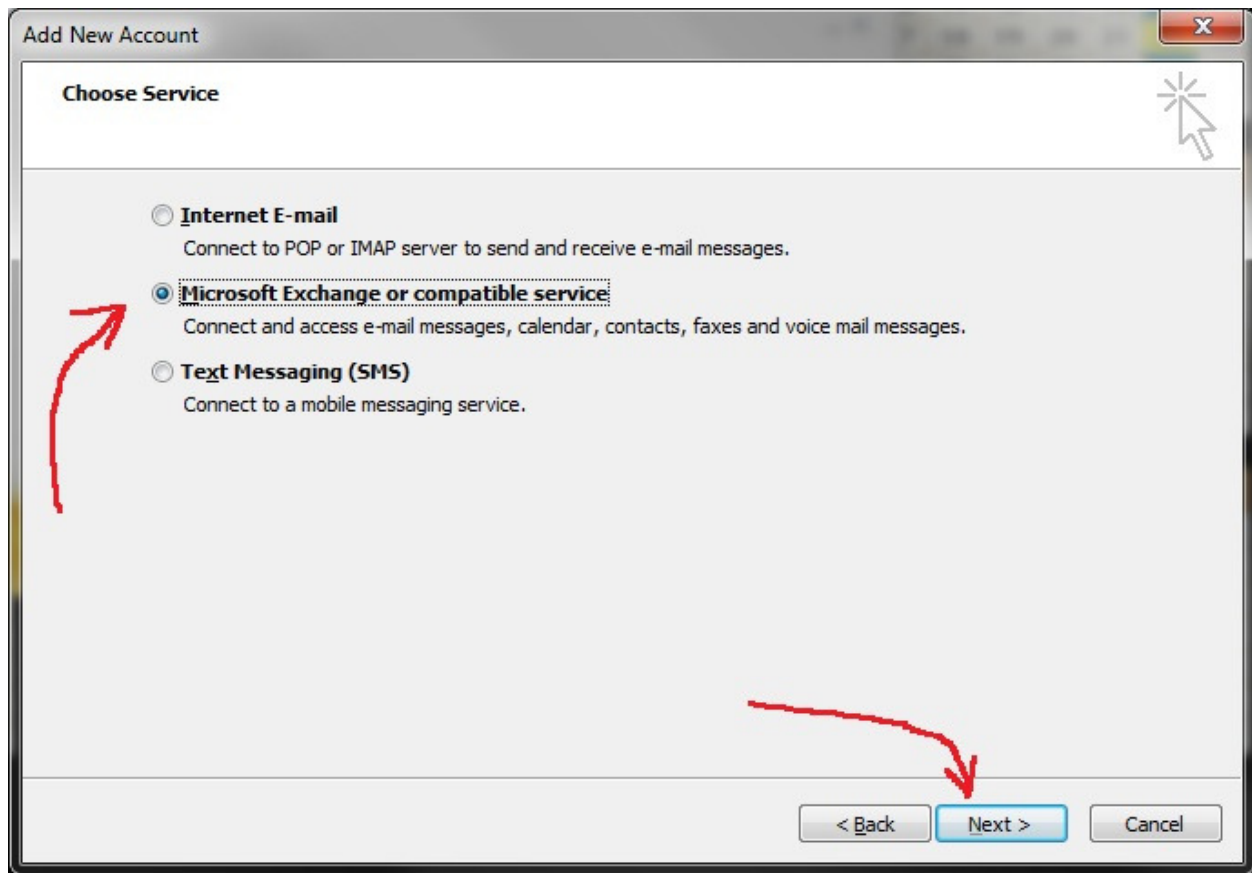


Type Outlook Click OK



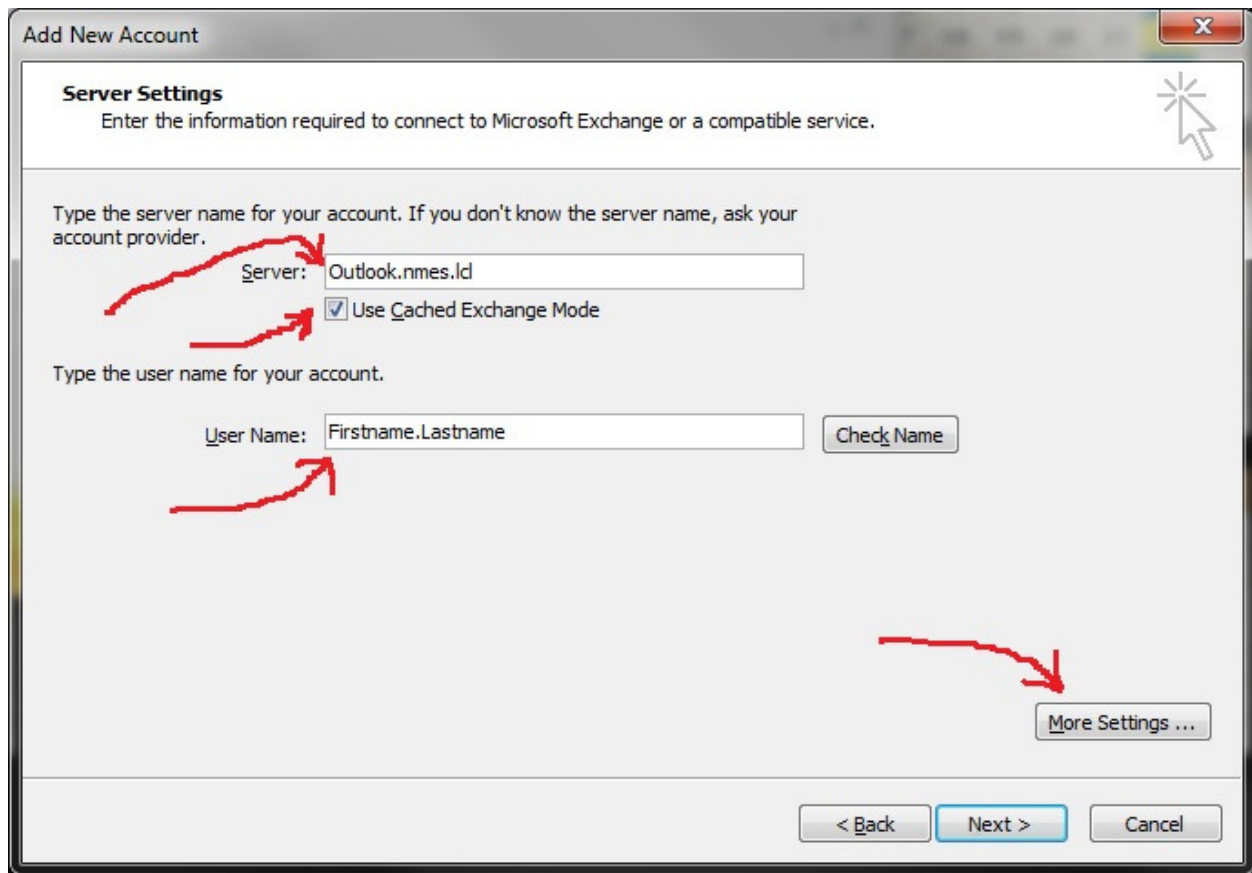
Click - Manually configure server settings or additional server types

Click Next



Click Microsoft Exchange or compatible service

Click Next

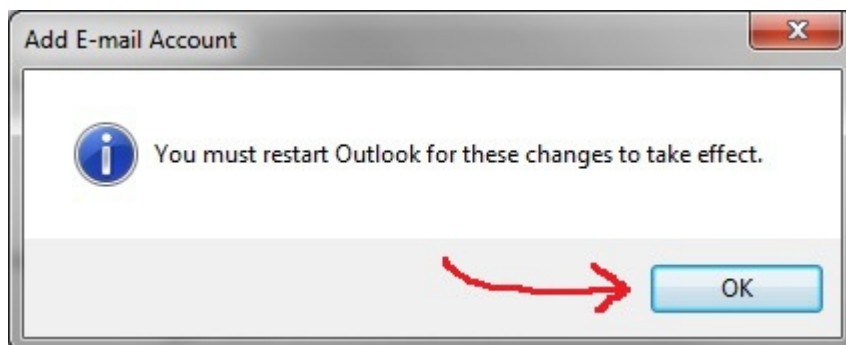


Type under Server: Outlook.nmes.lcl

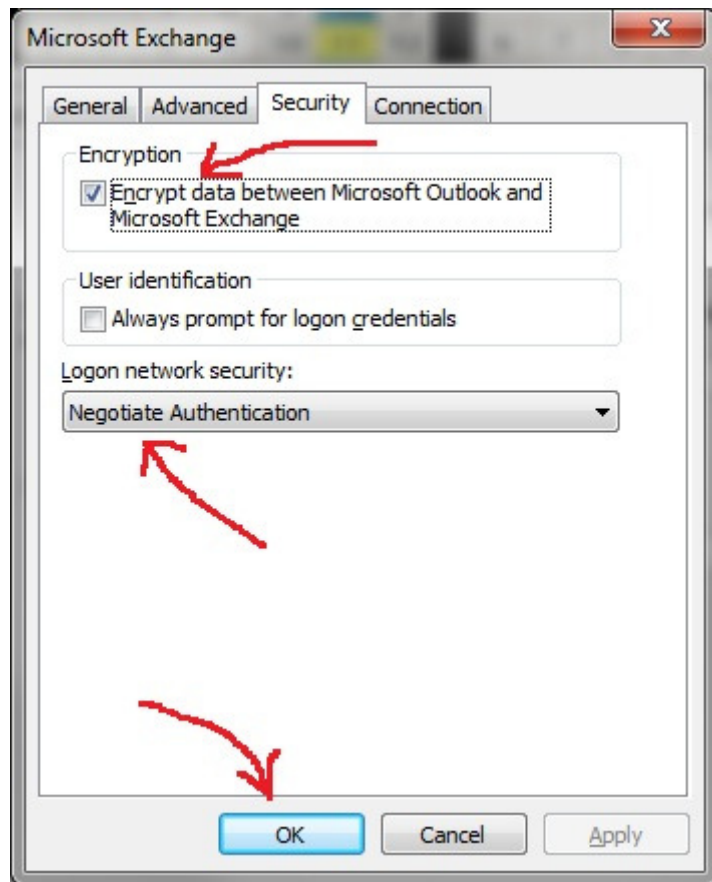
Verify that Use Cached Exchange Mode is Checked

Type "your" Firstname a period and then your Lastname IE: John.Smith

Click More Settings



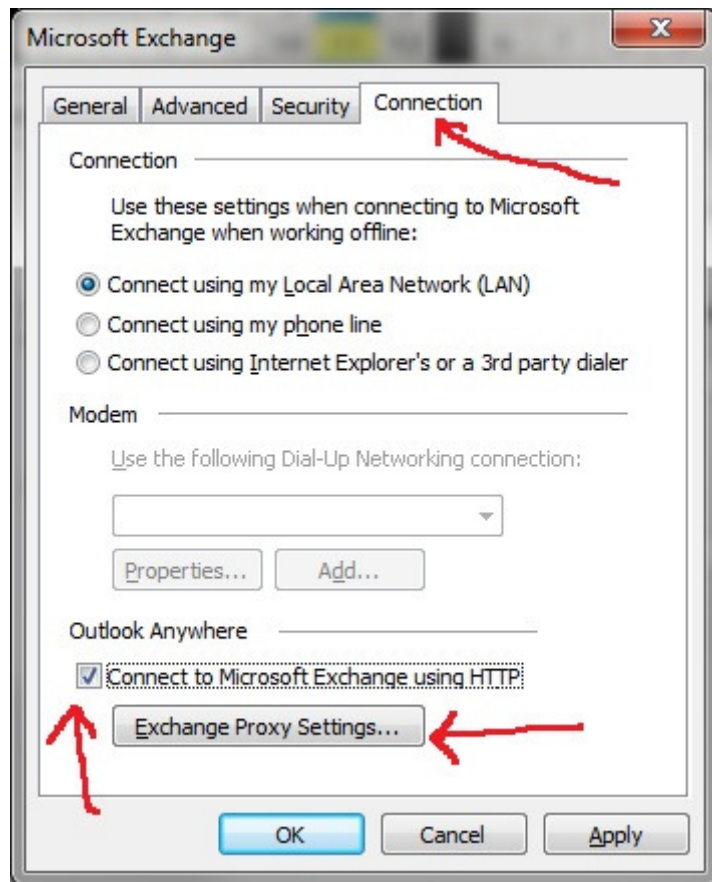
Click OK



Click Security Tab – Verify the checkmark is on Encrypt data between Microsoft Office Outlook and Microsoft Exchange

Verify under Logon network security: Negotiate Authentication is listed.

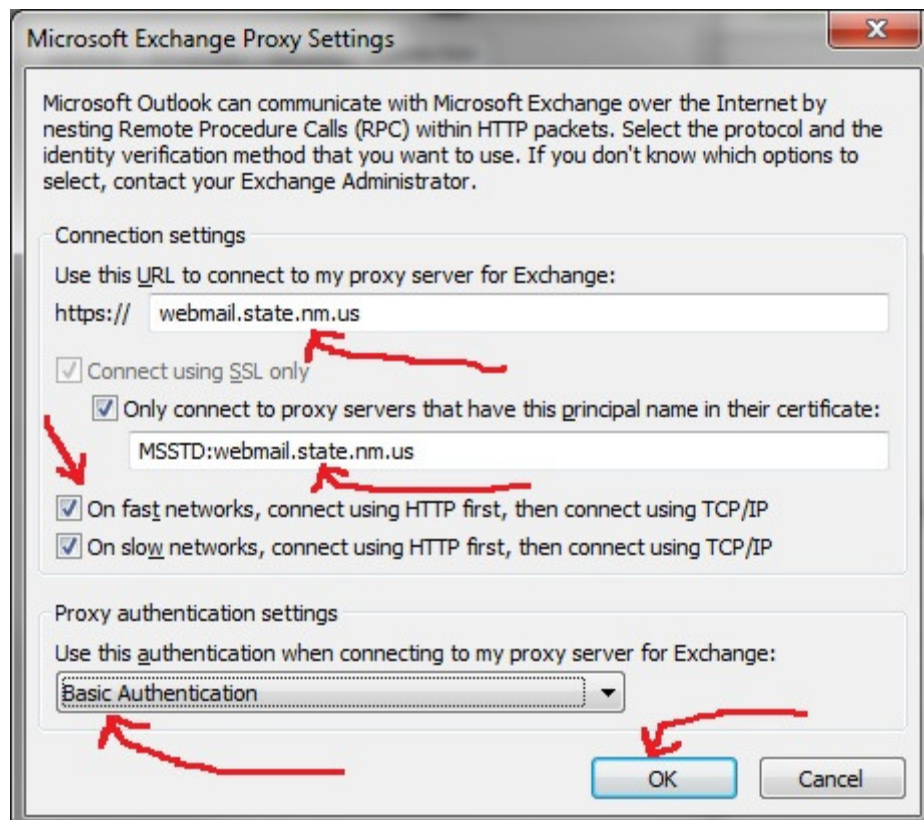
Click OK



-Click Connection Tab

- Click Connect to Microsoft Exchange using HTTP

- Click Exchange Proxy Settings



Type- webmail.state.nm.us

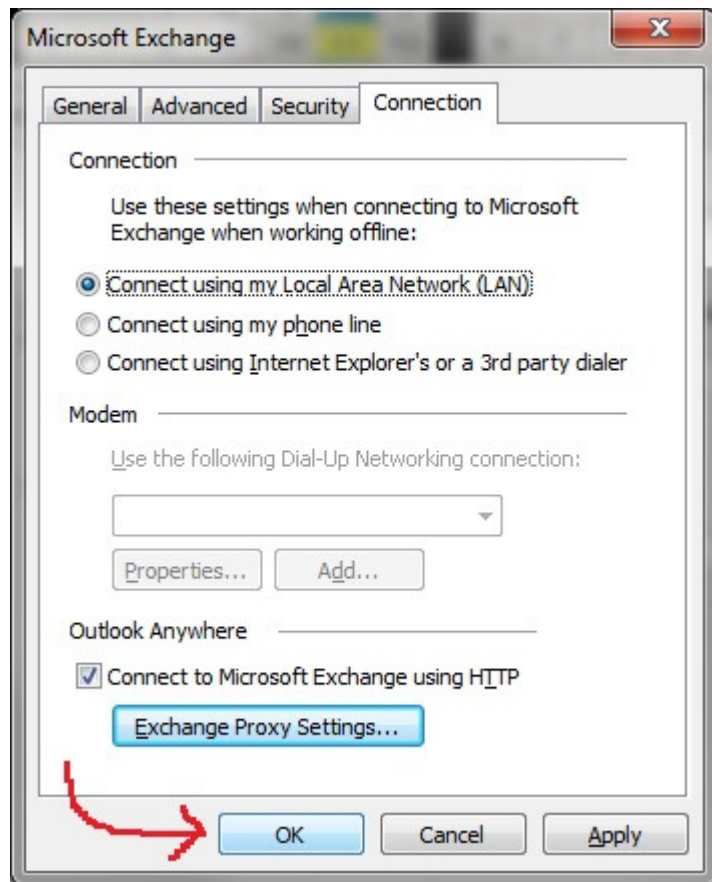
Click Connect using SSL only

Type- MSSTD:webmail.state.nm.us

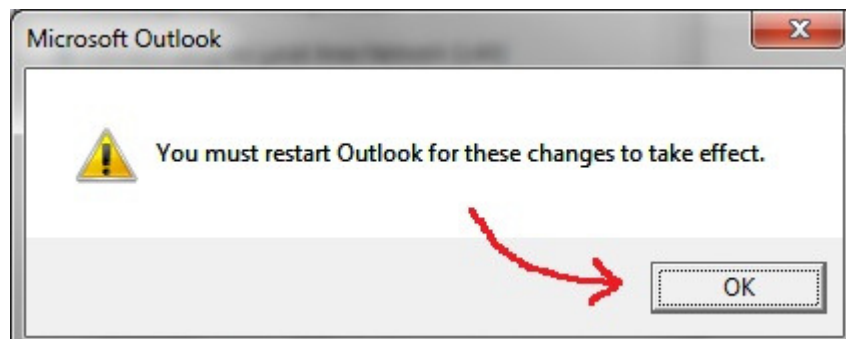
Click On fast networks, connect using HTTP first, then connect using TCP/IP

Change Proxy authentication settings to Basic Authentication

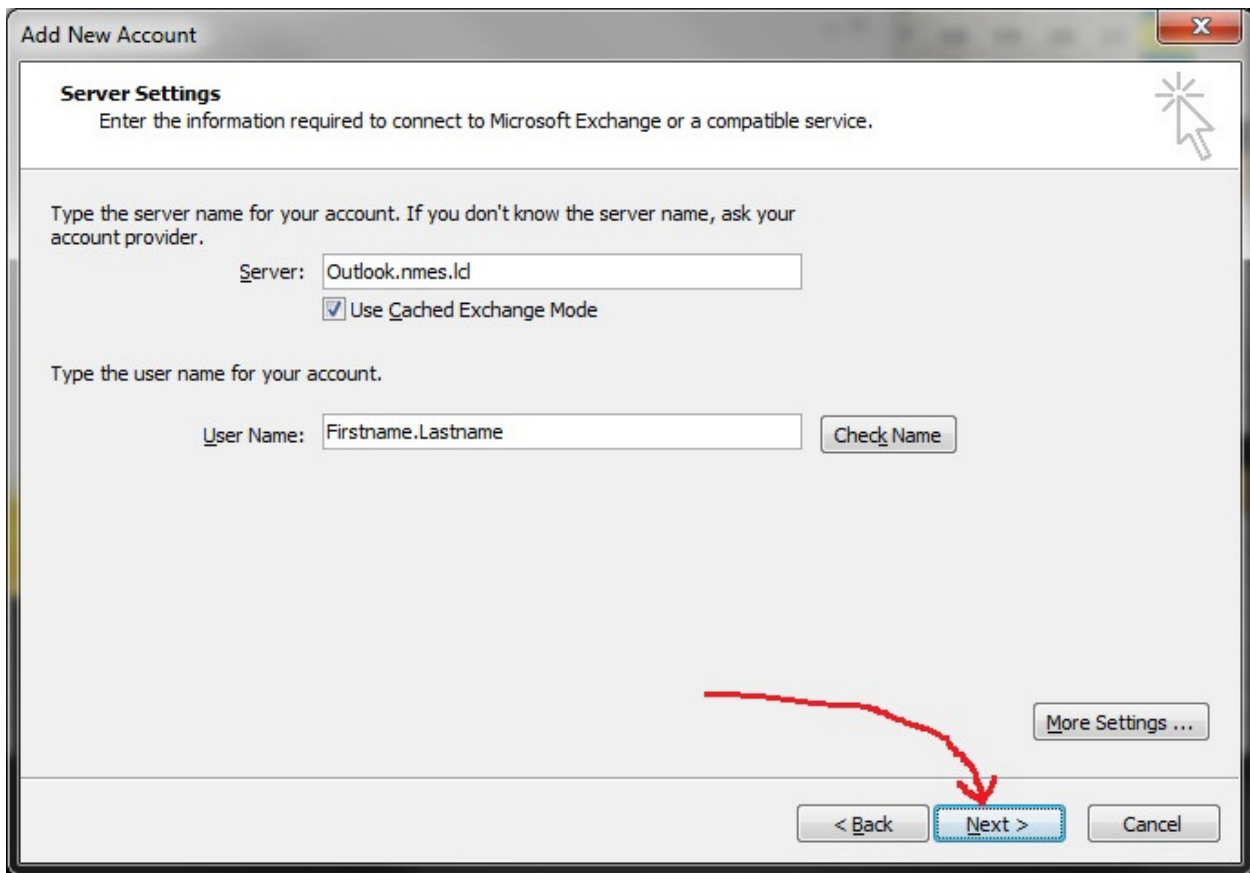
Click Ok



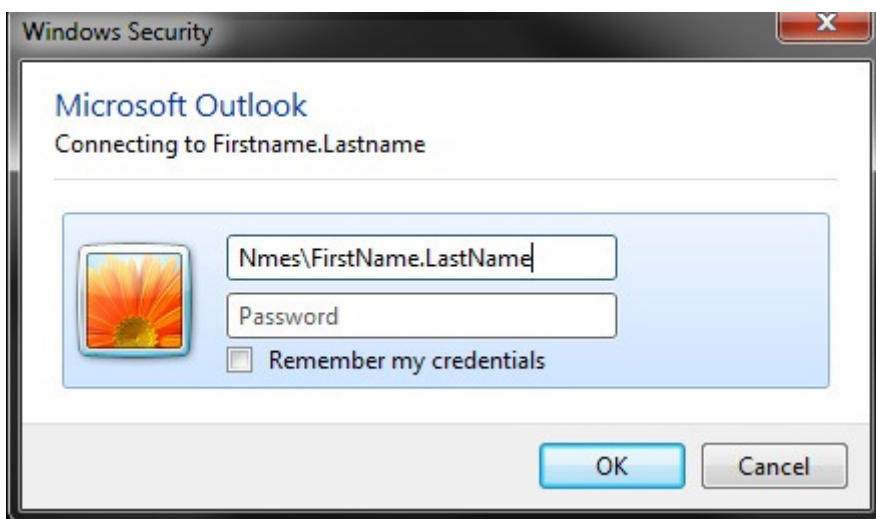
Click OK



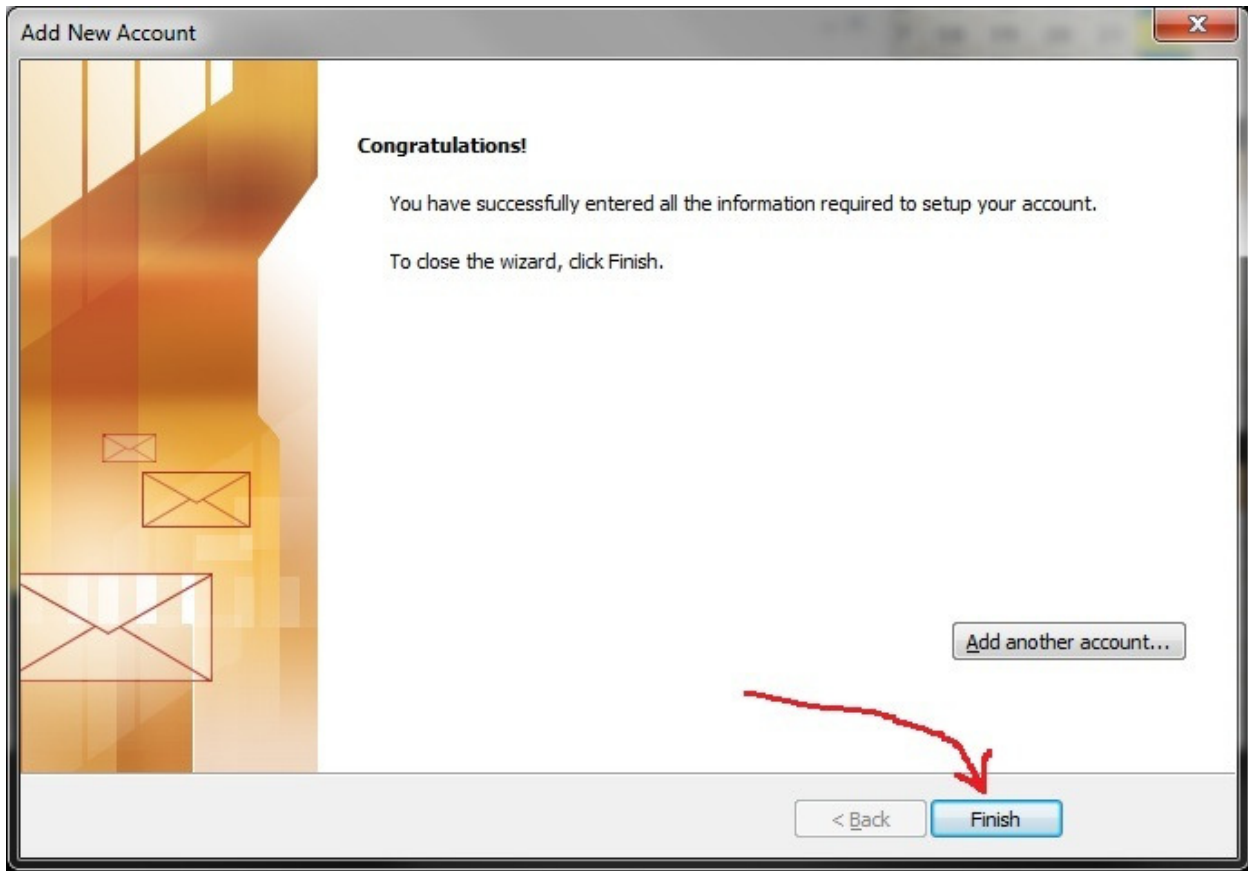
Click OK



Click Next



Type NMES\FirstName.LastName and Password – Click OK



Click Finish



Type NMES\FirstName.Lastname and Password – Click OK