Outlook Desktop Setup
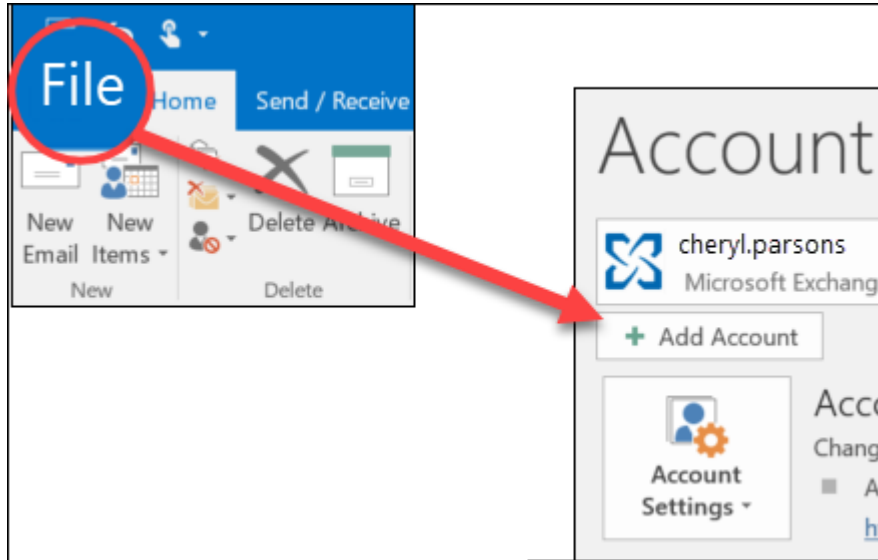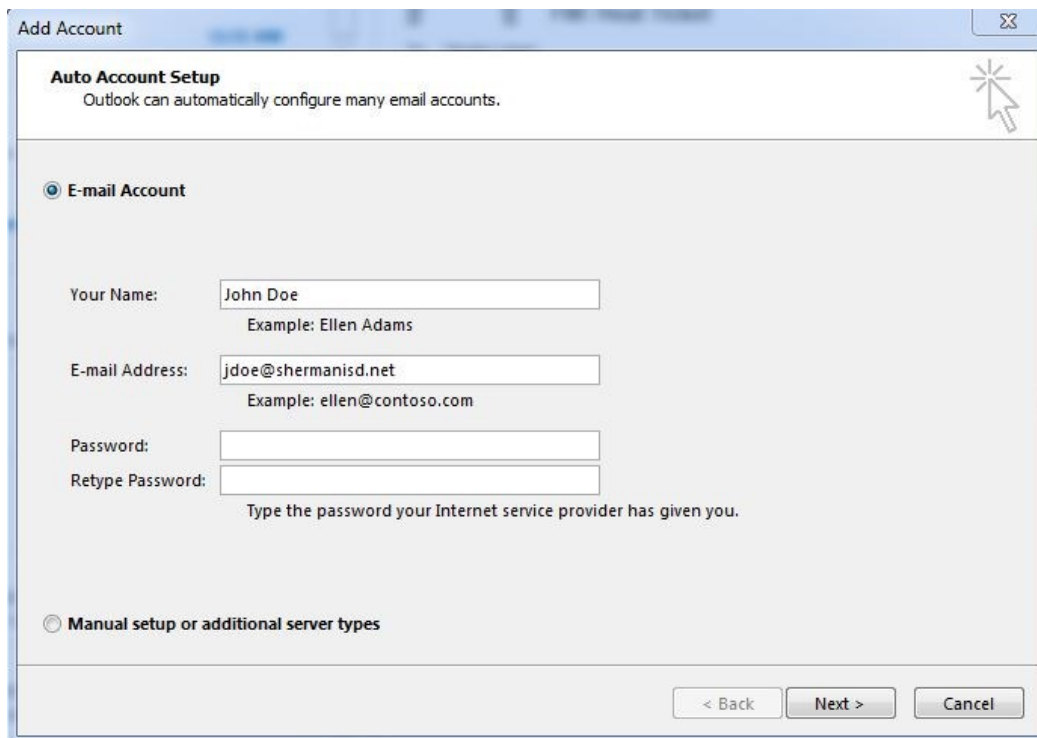
1. Select **File > Add Account**
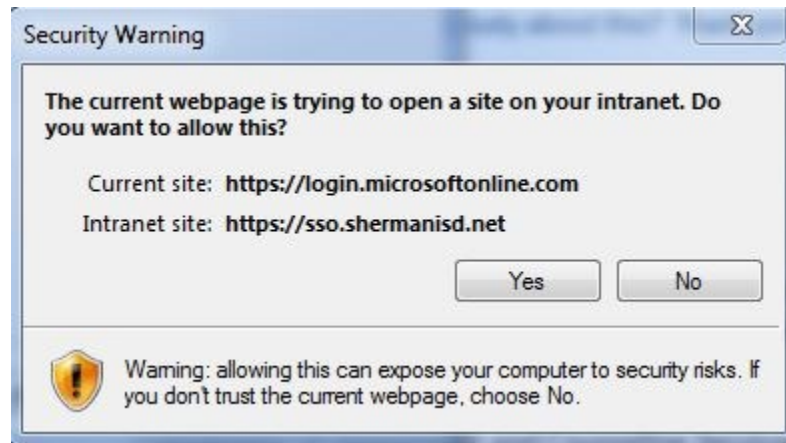

2. Enter Your Sherman ISD Email Address (Leave Password Blank and Press Next)

3. In approximately one minute you will receive a warning. Press "**Yes**"
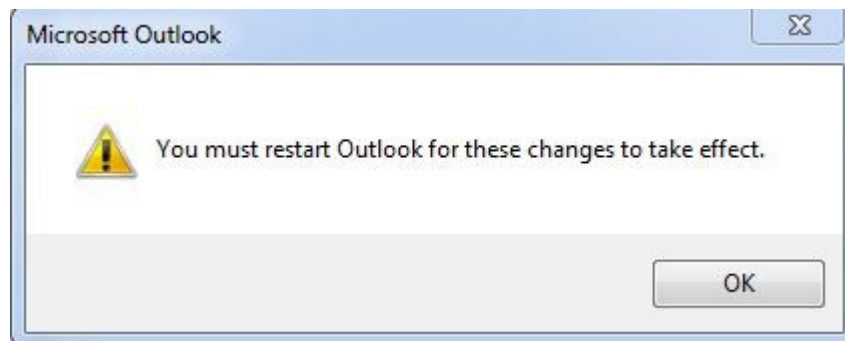

4. You will then be directed to the SISD SSO Page to Log On to Complete the Setup
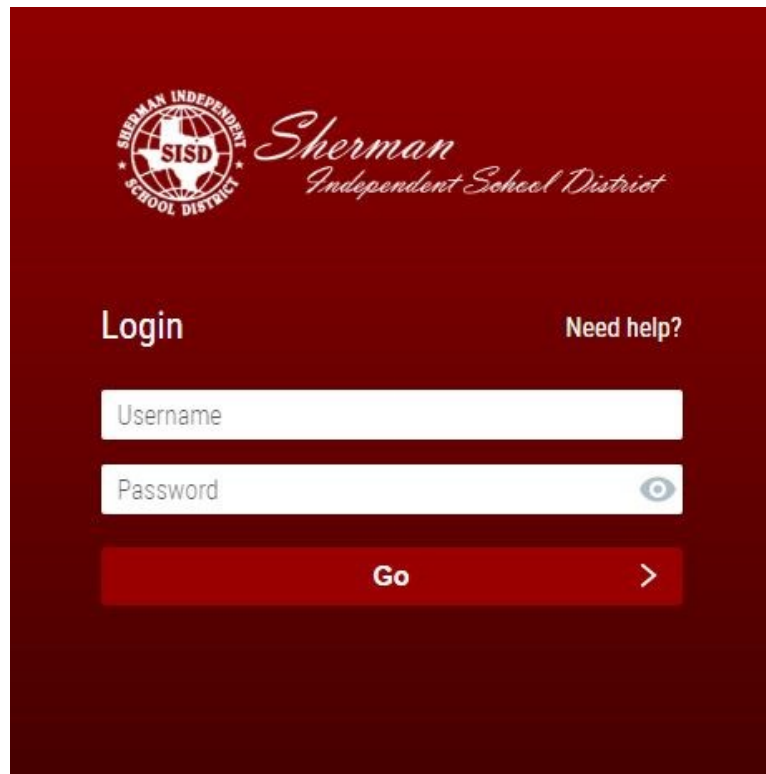
5. For the Final step you will click "**Finish**" and receive this prompt.

6. Completely close Outlook. When you re-open the application your email will begin to populate.