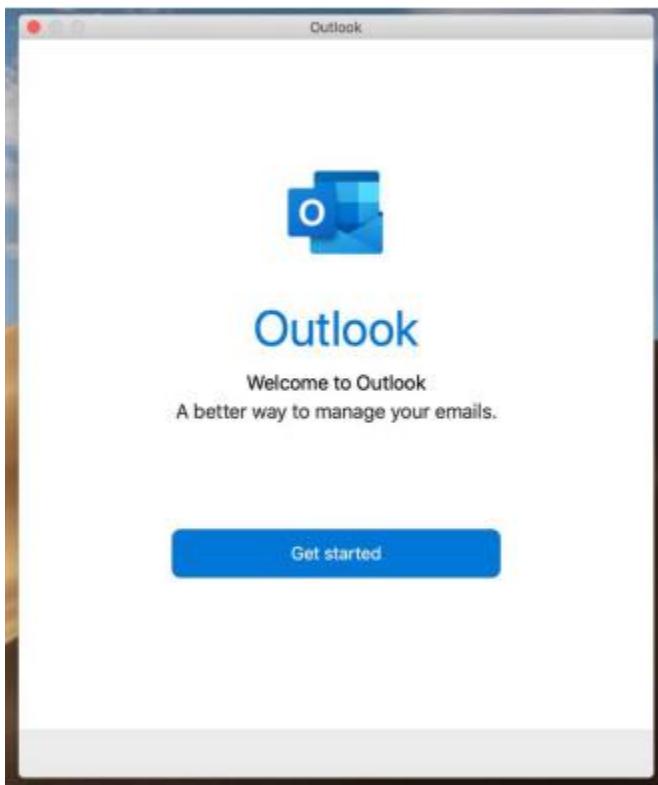
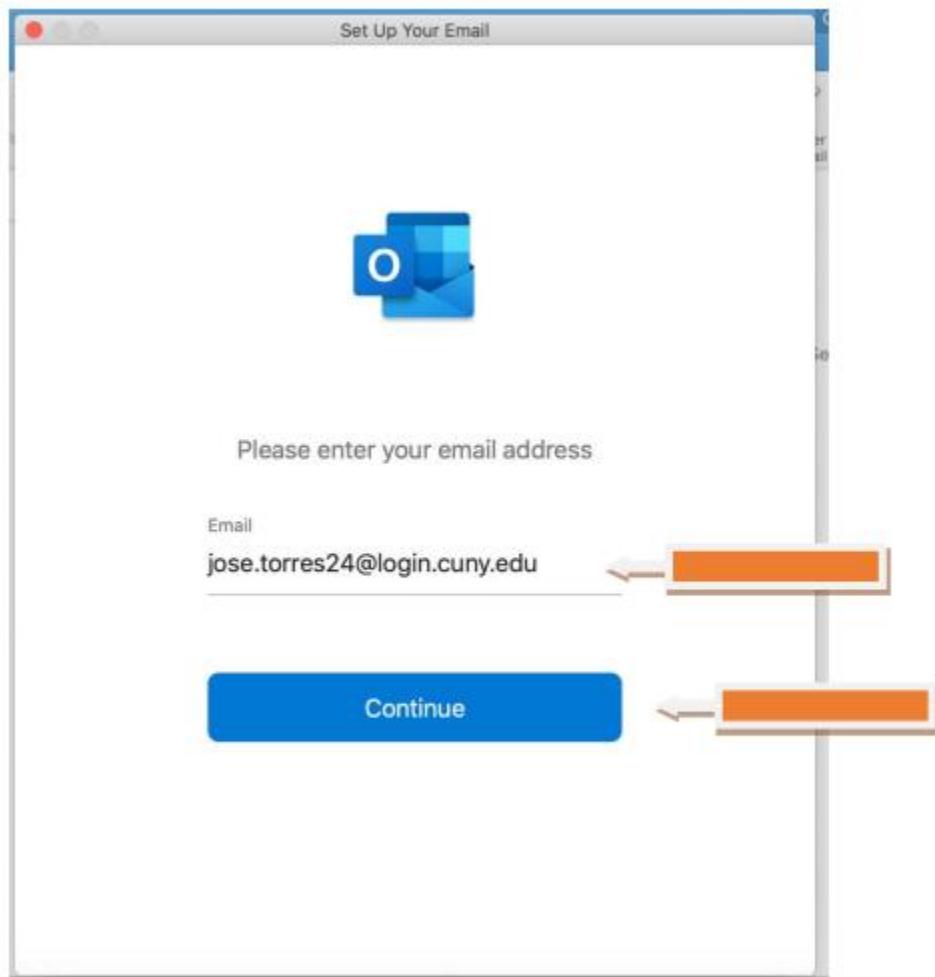


Setting up John Jay M365 email on MAC using Outlook 2019

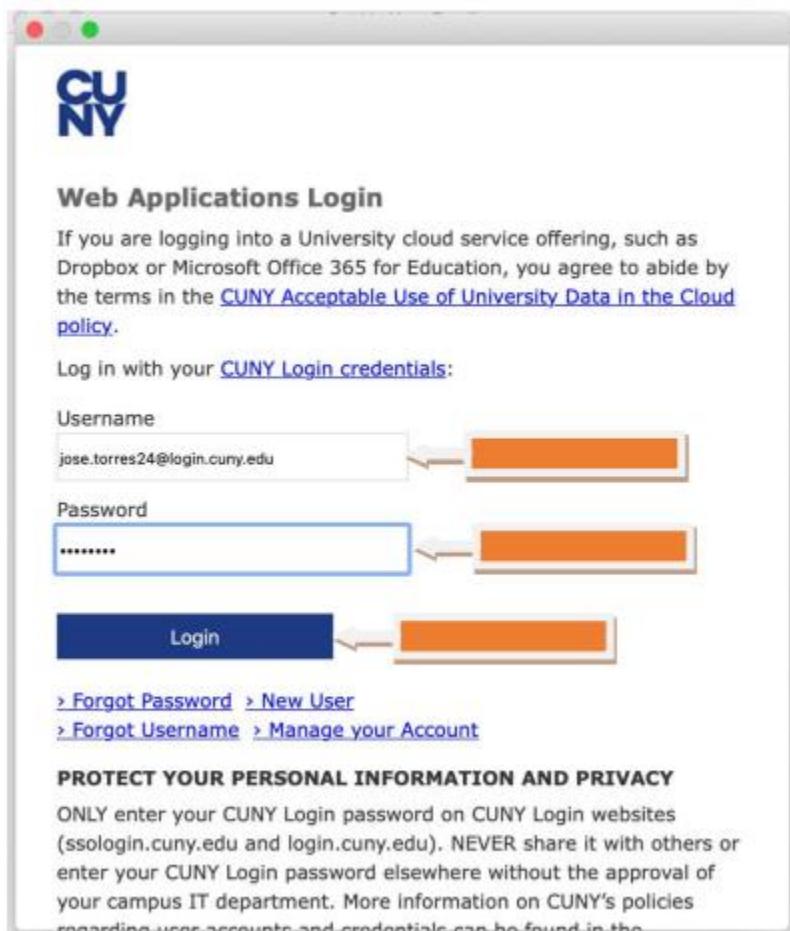
STEP 1: Open Outlook and click on **Get Started**.



STEP 2: Type in your **CUNY login user ID** and Click on **Continue**.



STEP 3: Type in your **CUNY login information** and then Click on **Login**.



The image shows a screenshot of a web browser displaying the CUNY Web Applications Login page. The page has a light gray background with a dark blue header bar at the top containing the CUNY logo. Below the header, the text "Web Applications Login" is displayed in bold. A note below it states: "If you are logging into a University cloud service offering, such as Dropbox or Microsoft Office 365 for Education, you agree to abide by the terms in the [CUNY Acceptable Use of University Data in the Cloud policy](#)." A sub-note below that says: "Log in with your [CUNY Login credentials](#):"

The login form consists of three fields: "Username" with the value "jose.torres24@login.cuny.edu", "Password" with the value "*****", and a "Login" button. Below the form, there are links for forgot password, new user, forgot username, and manage account. A "PROTECT YOUR PERSONAL INFORMATION AND PRIVACY" section at the bottom contains a note about entering the password only on CUNY login websites and never sharing it with others.

Web Applications Login

If you are logging into a University cloud service offering, such as Dropbox or Microsoft Office 365 for Education, you agree to abide by the terms in the [CUNY Acceptable Use of University Data in the Cloud policy](#).

Log in with your [CUNY Login credentials](#):

Username
jose.torres24@login.cuny.edu

Password

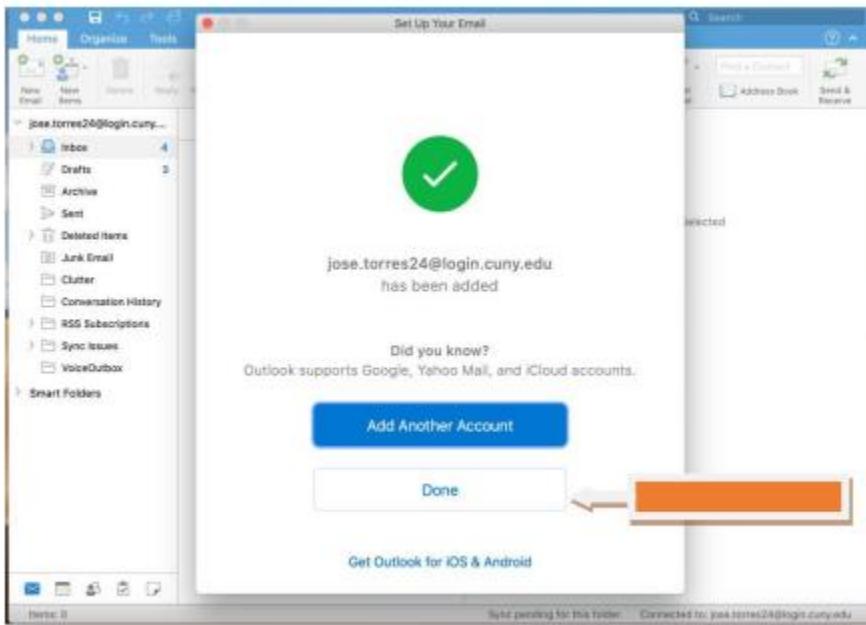
Login

> [Forgot Password](#) > [New User](#)
> [Forgot Username](#) > [Manage your Account](#)

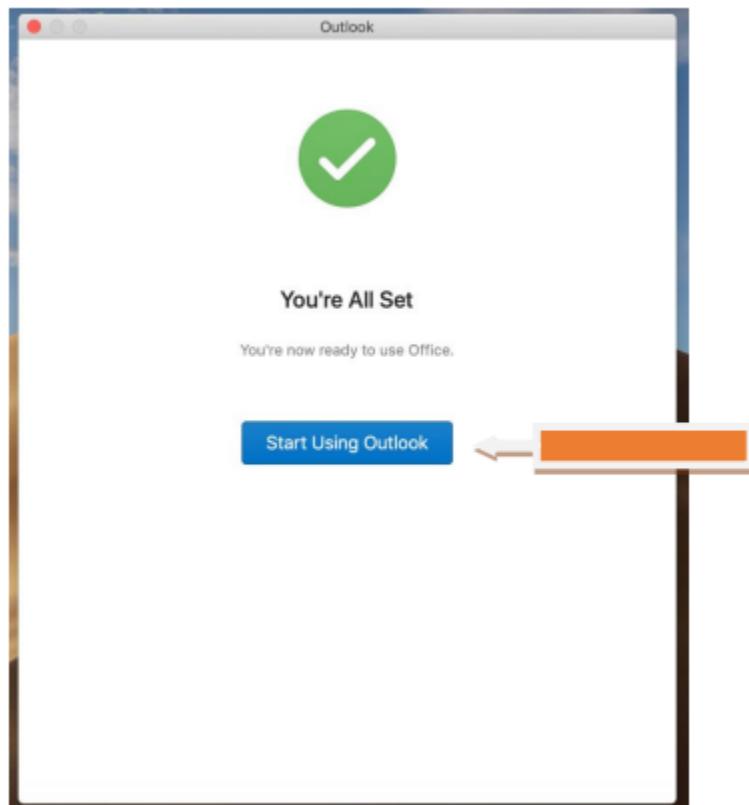
PROTECT YOUR PERSONAL INFORMATION AND PRIVACY

ONLY enter your CUNY Login password on CUNY Login websites (ssologin.cuny.edu and login.cuny.edu). NEVER share it with others or enter your CUNY Login password elsewhere without the approval of your campus IT department. More information on CUNY's policies regarding user accounts and credentials can be found in the

STEP 4: Click on **Done**.



STEP 5: Click on **Start Using Outlook**.



NOTE: Your emails should start flowing into your mail app once you have completed these steps. Please contact the DoIT Help Desk (L2 in the New Building or (212)237-8200 or helpdesk@jjay.cuny.edu) if further assistance is needed.
