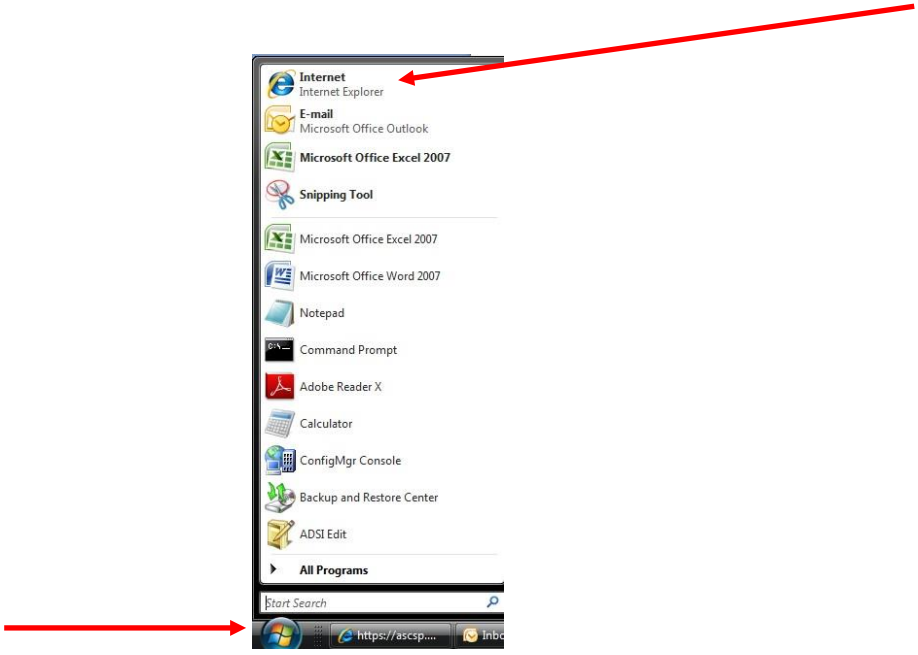
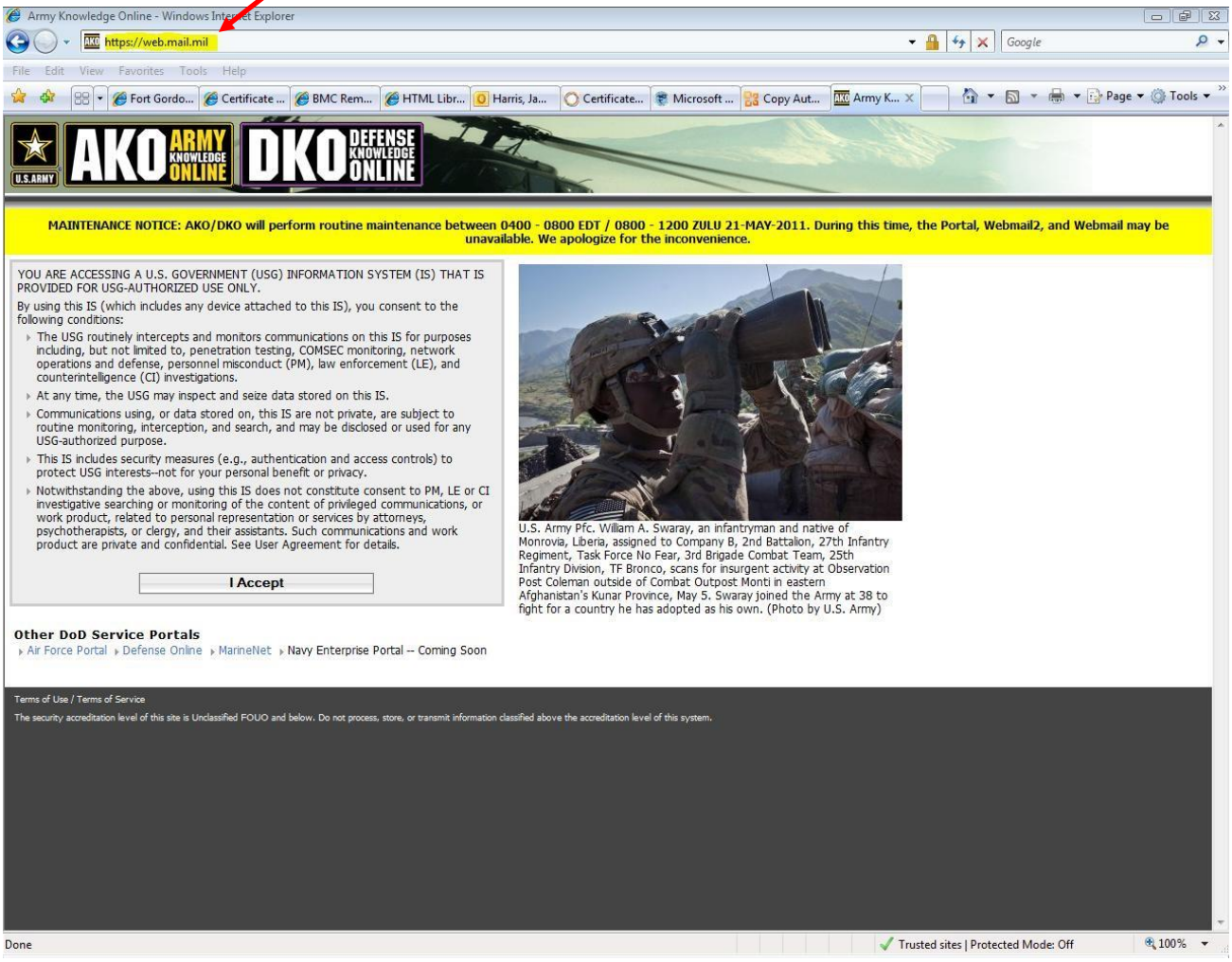
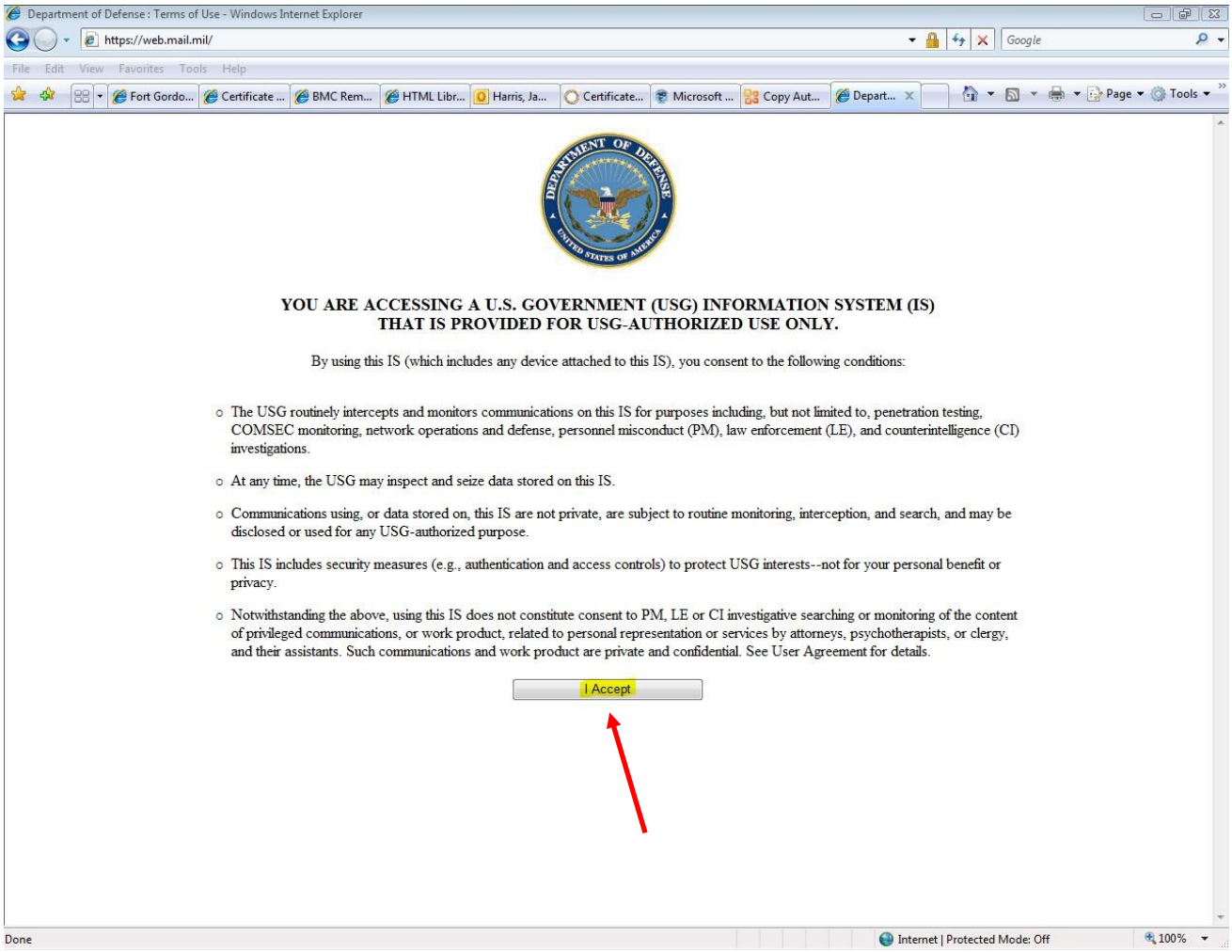
Web Access to your Outlook e-mail addresses is available through all account holders. However, certain machines are set up in such a fashion that they do not install properly or specific patches or software could prevent Outlook from utilising itself properly. However, Outlook Web Access will give you that ability. To log into the program properly, follow the instructions below.

.1. Access your Start Menu, and press the button for your default web browser.



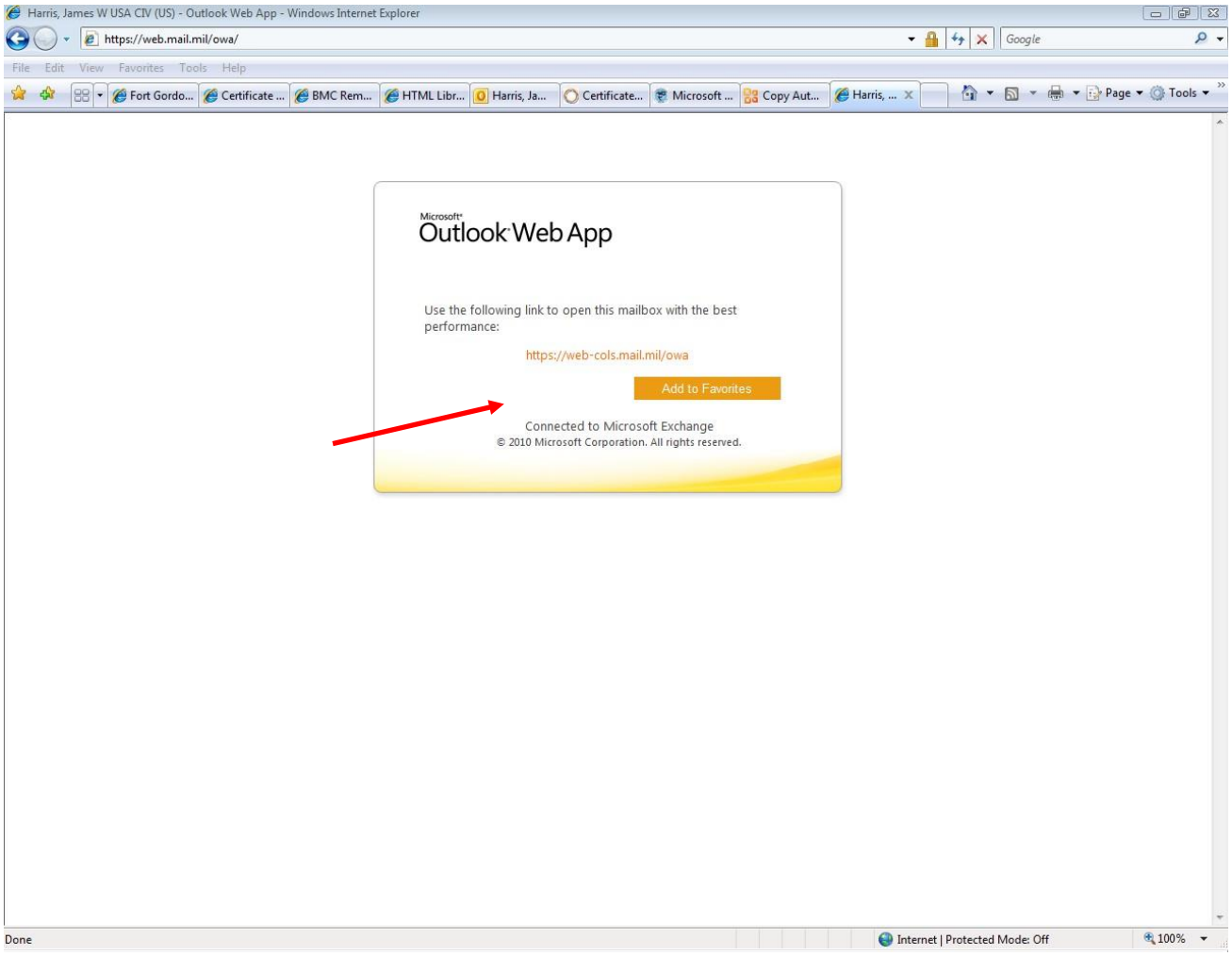
2. Type "**https://web.mail.mil**" in the URL field press Enter.





3. Read the legislation and hit 'I Accept'

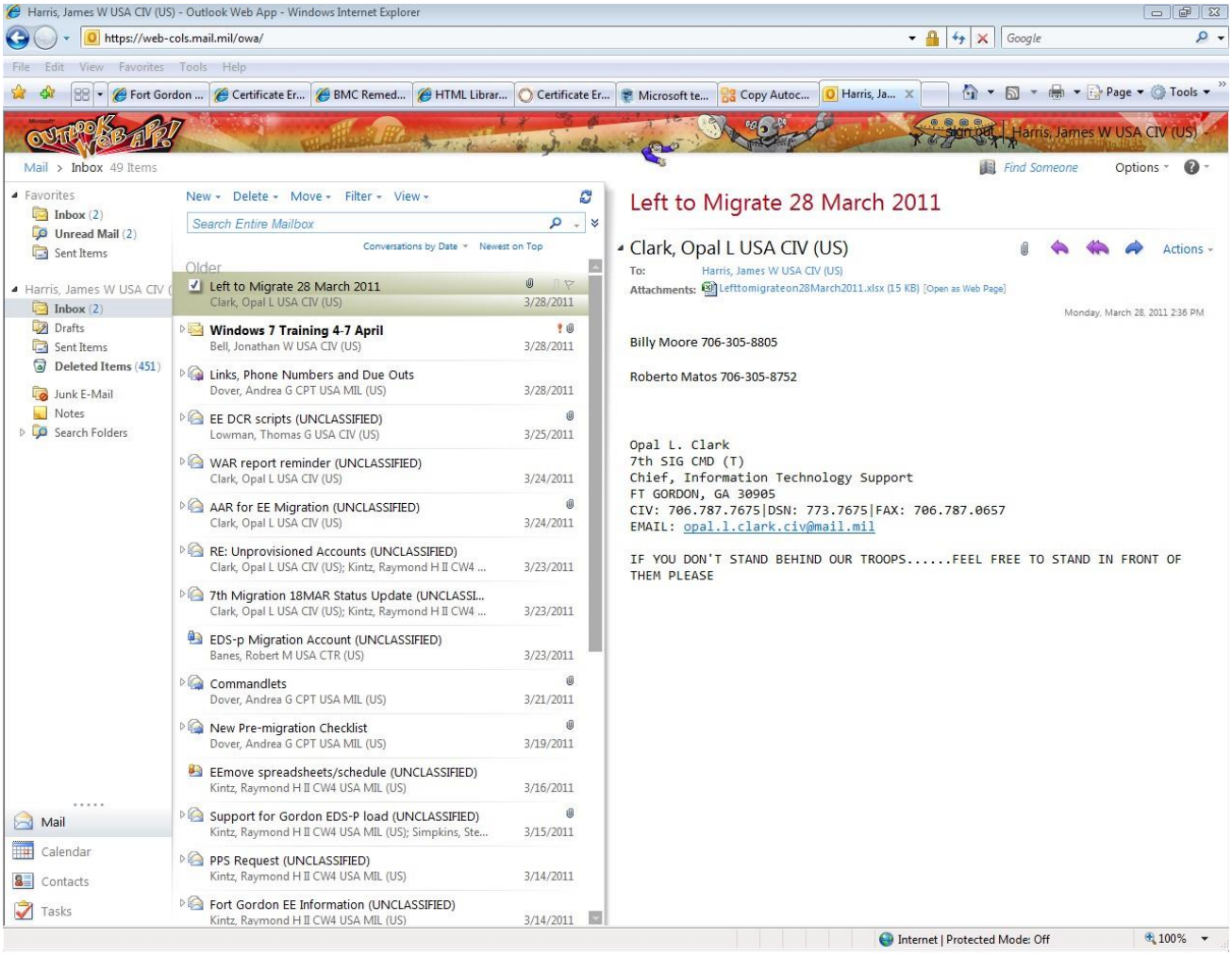
NOTE – You could be asked to verify a certificate, so make sure you allow it to be accepted.



4. Once in, click the link given which will take you to your Outlook program. Next, click 'Add To Favourites' to bookmark the page.

NOTE - If prompted select the appropriate Time Zone.

5. Then, the Web Access is displayed and you will be able to check all of your e-mails!



6. This completes Step 1A.