

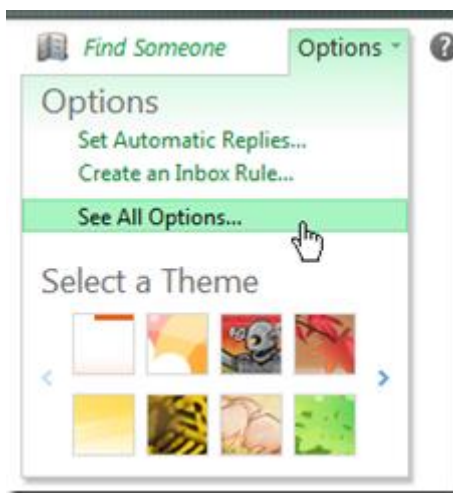
Office 365 – Receive your mails from other addresses on Exchange Online

With Office 365 Exchange Online, it is possible to receive all your emails from other addresses.

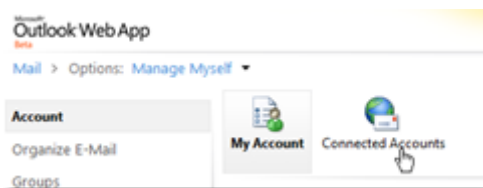
To do so, connect to the Office 365 portal and open Outlook Web Access



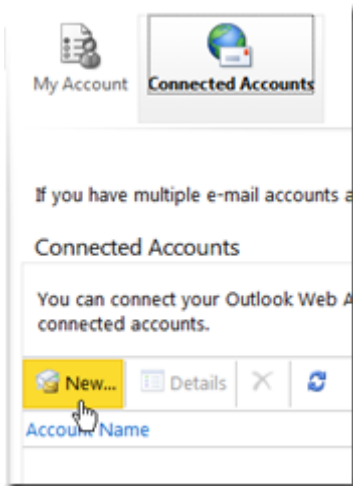
Then, open the **Options** menu



From your account page, click on **Connected Accounts**

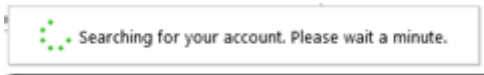


Click on the **New** button and follow the wizard

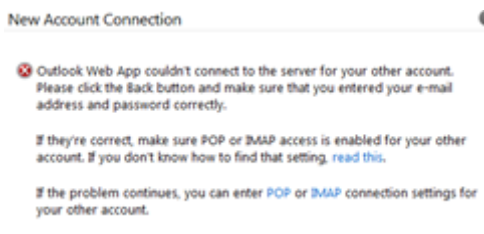


Enter the email address to receive on your mailbox and click on the **Next** button

The system is looking for your email address



If the system is unable to connect to this email, you can enter manually the POP / IMAP connection settings by clicking on the **POP** link or **IMAP** link, depending of the connection type to use



Set the connection settings to the mailbox

New POP Account Connection

*Required fields

Account Information

* Display name:
Your Name

* E-mail address:
youremail@somewhere.com

* User name:
yourusername

* Password:

Leave mail on server

Server Information

* Incoming server:
pop.somewhere.com

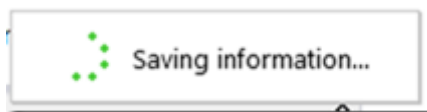
Authentication:
Basic

Encryption:
SSL

* Port:
995

Incoming Server
This is the address of the e-mail server for the account you're connecting to. To obtain the server address, click [Learn More](#).

Click on the **Save** button



Once the system has added your email, you receive a confirmation and it starts downloading message from the mailbox

