Settings of Mansoura University – G Suite Account at Outlook
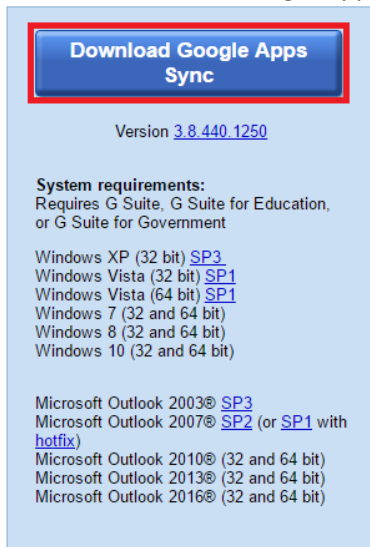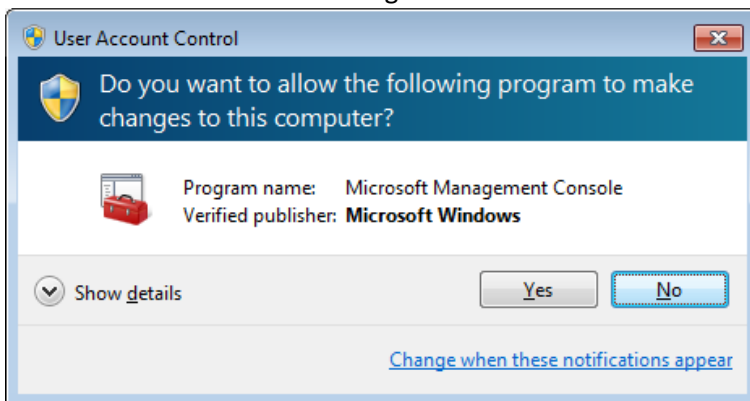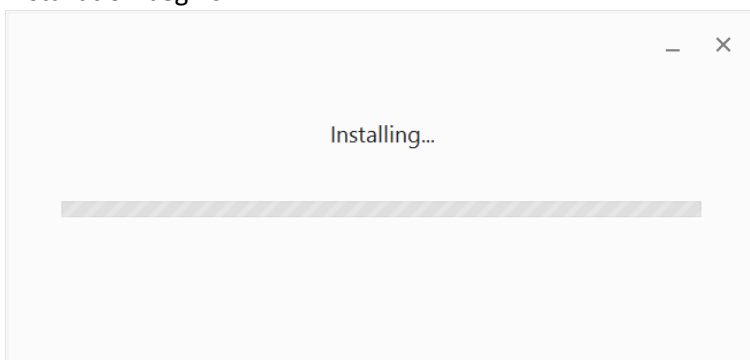
1. Exit Office Outlook if it's running
2. Go to: https://tools.google.com/dlpage/gappssync
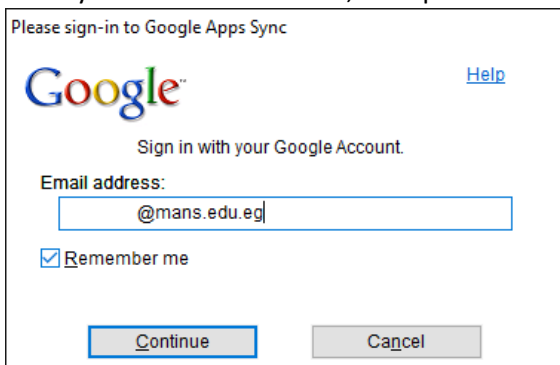3. Click at: Download Google Apps Sync

4. Double click on downloaded file
5. On User Account Control Message Click Yes

6. Installation begins

7. Enter your full email address, then press Continue

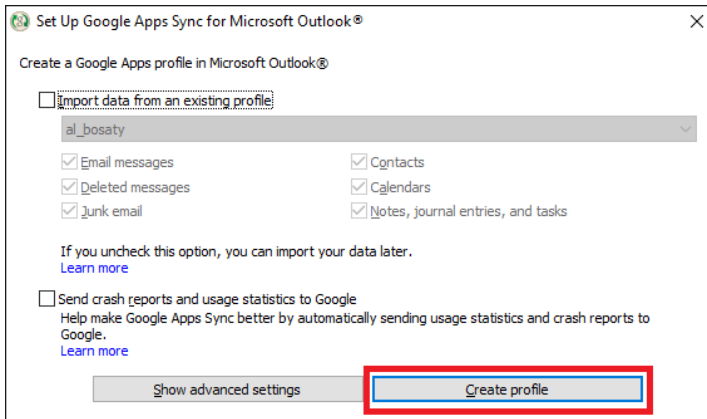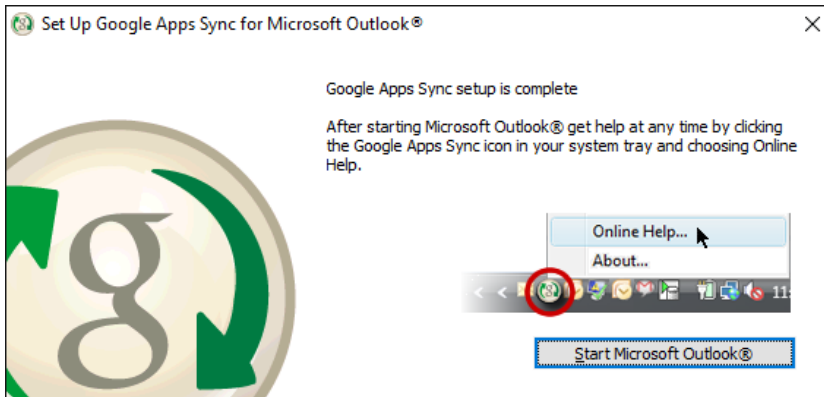8. The Browser will ask to enter your full email address and password

9. Click allow

10. Click Create Profile

11. Start Microsoft Outlook

12. Synch. Begins