Set up your Outlook profile

When you log into your computer, you will be prompted to set up your Microsoft Outlook profile. Now that your email is hosted at the MinnState tenant instead of its previous location at DCTC or IHCC, you will need to set up your Outlook profile again, as if you were logging into a different computer.

After the O365 Migration has completed on Monday Dec 9th:

1) Login to your computer normally using your StarID

2) Before accessing Outlook, double-click the O365 Migration icon on your desktop
   • The script window will close when complete, and Outlook will open.

3) When prompted for your email, enter your new login: StarID@minnstate.edu

4) Then click Connect.

Enter your StarID password when prompted.
Set up your Outlook profile

5) Select Yes.

Use this account everywhere on your device
Windows will remember your account and make it easier to sign in to apps and websites. You won't have to enter your password each time you access your organization's resources. You may need to allow them to manage certain settings on your device.

Allow my organization to manage my device

6) Then click Done.

You're all set!
We've added your account successfully. You now have access to your organization's apps and services.

7) Your email account in the MinnState tenant will now open when you use the Outlook client.