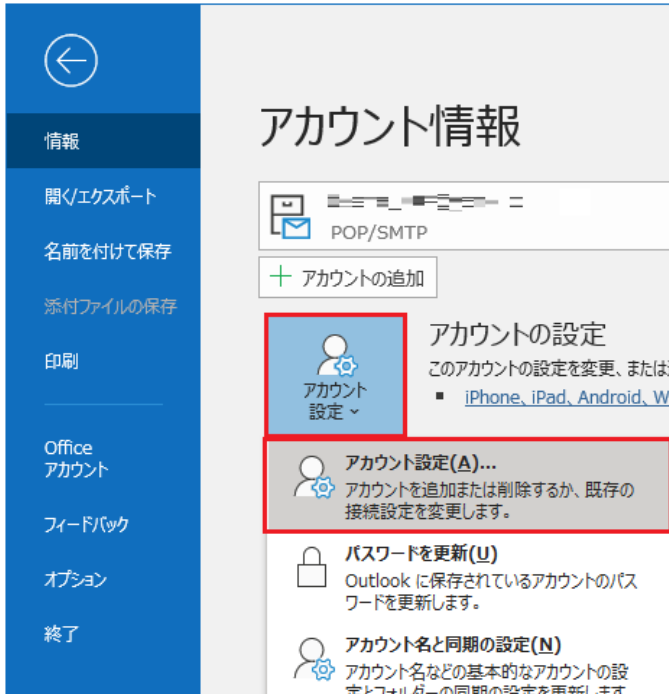
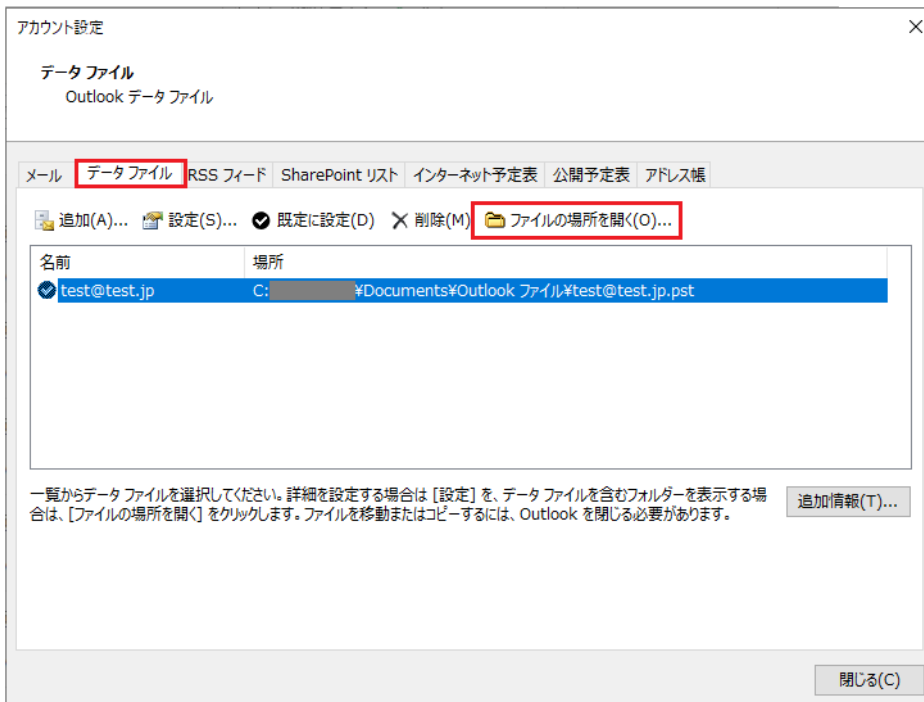


# To back up Outlook POP settings

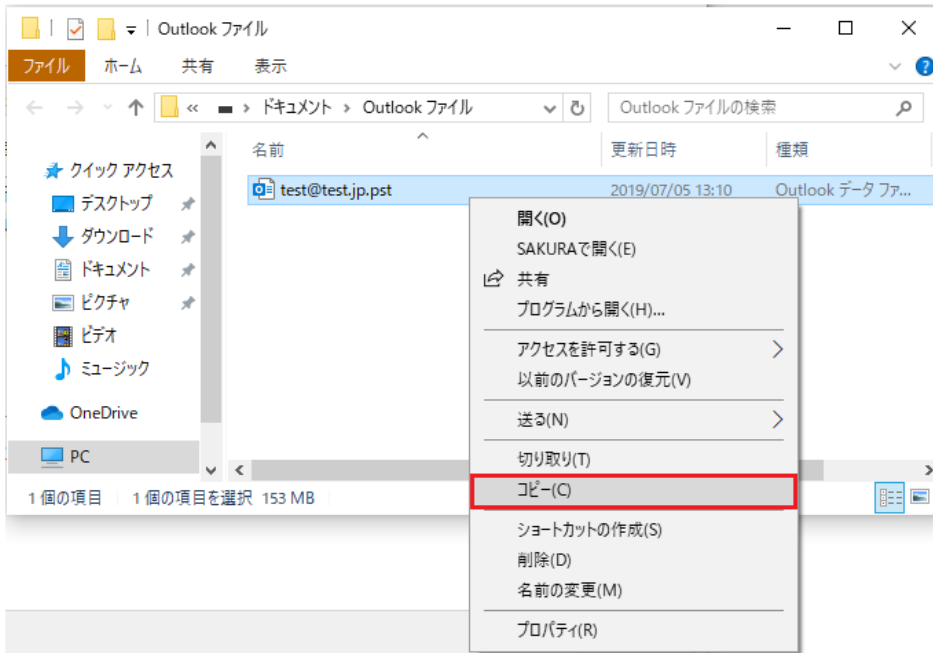
1. Click File, then Account Settings, then Account Settings.



2. Open the Data Files tab, select the email address you want to back up, and click Open File Location.



3. Right-click the name of the file you want to back up, and then click Copy.



4. Exit Outlook.

If you do not close Outlook, you will receive an error when you paste the copied file.

5. Open the destination folder for the backup and press the "v" key while holding down the control key to "paste" it.

This completes the backup.