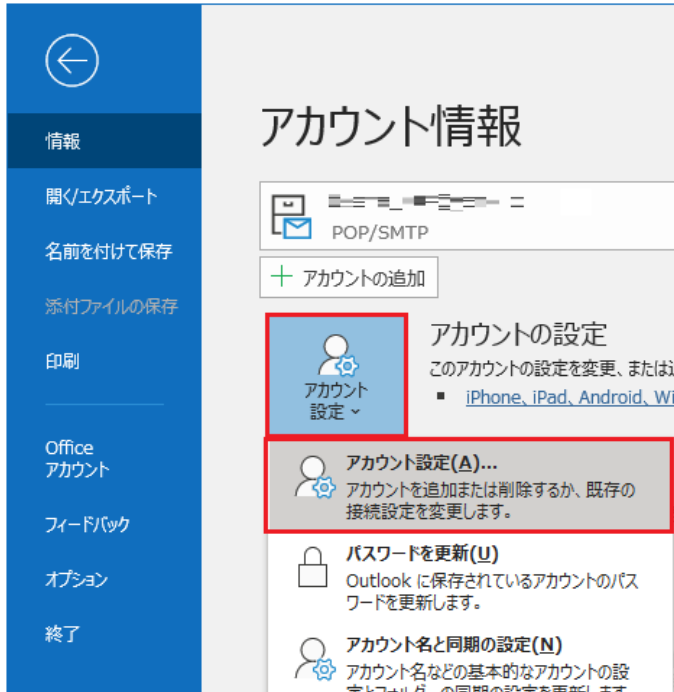
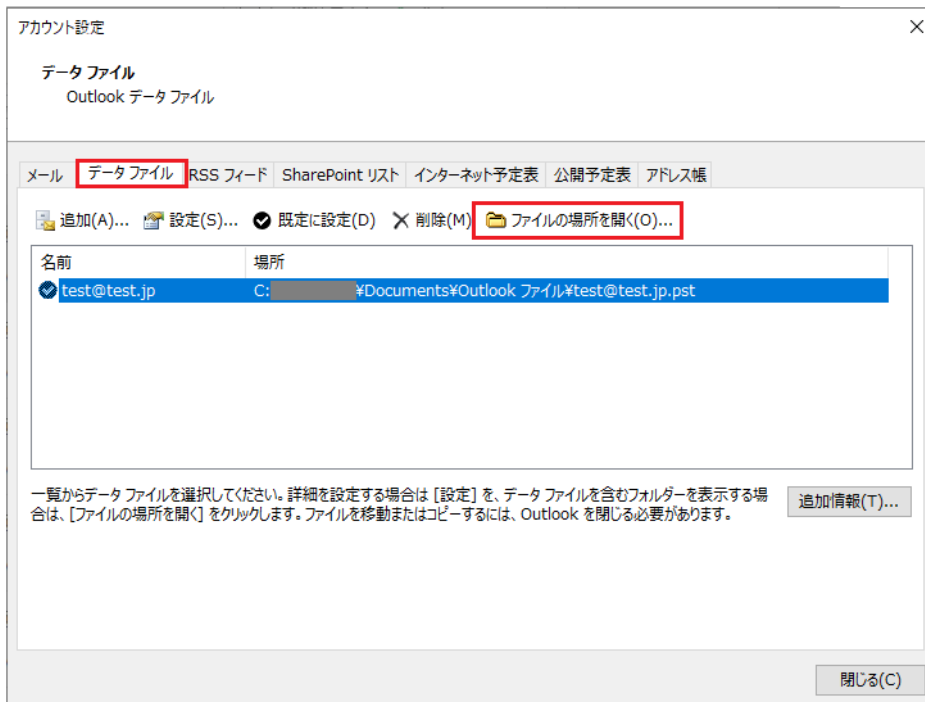


Backing Up Outlook POP Settings

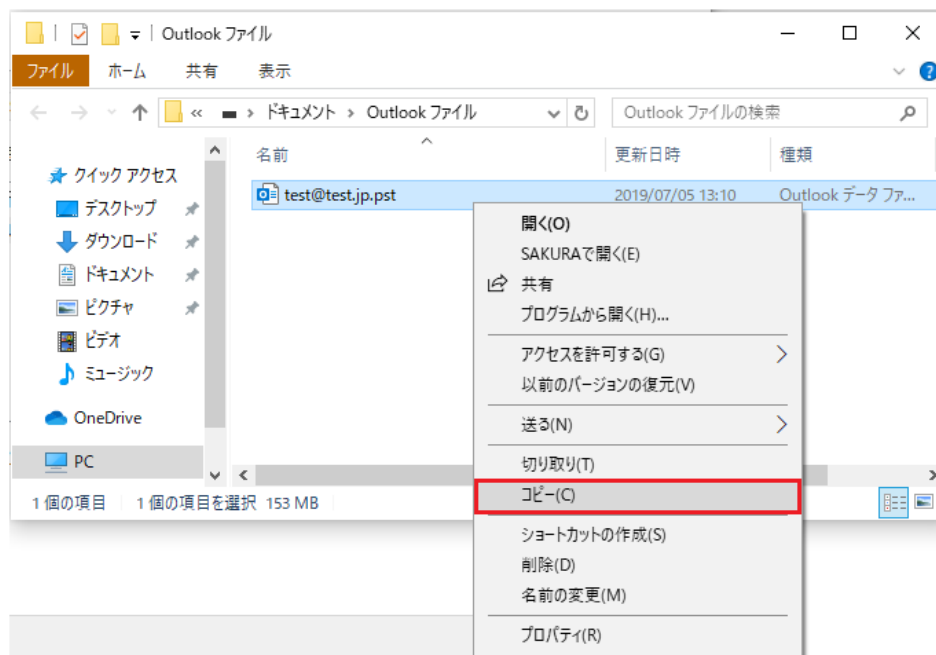
1. Click File → Account Settings → Account Settings again.



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



3. Right-click the data file you want to back up and select **Copy**.



4. Close Outlook completely.

Note: If Outlook is still running, you may encounter an error when pasting the file.

5. Navigate to your desired backup folder, then press **Ctrl + V** to paste the copied file.
Your Outlook POP data file has now been backed up.