

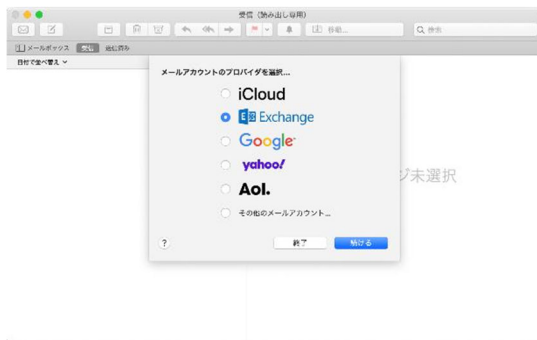
Mac Mail Setup Instructions for Students

macOS (10.15.5 or later) mail supports Microsoft 365 multi-factor authentication and does not require an app password.

(You need to set up multi-factor authentication for the Microsoft 365 portal beforehand.)

1. Setting Up Mac Mail

- ① When you launch the email, click Exchange, then click Continue.



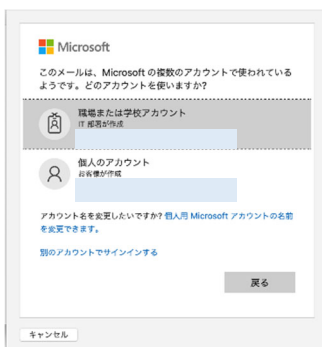
- ② Enter your university email address.
student number@edu.cc.saga-u.ac.jp]



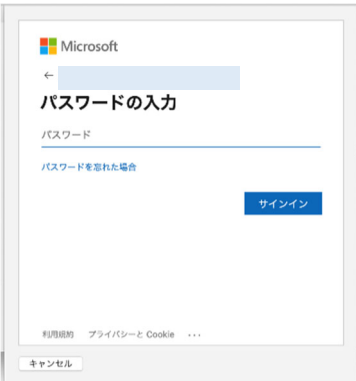
- ③ Click Sign In.



- ④ Click Work or School Account.



- ⑤ Enter your password.



The screenshot shows the Microsoft password entry page. At the top is the Microsoft logo. Below it is a back arrow and the title "パスワードの入力" (Password Entry). There is a text input field for the password, a link for "パスワードを忘れた場合" (If you forgot your password), and a blue "サインイン" (Sign In) button. At the bottom, there are links for "利用規約" (Terms of Use), "プライバシーと Cookie" (Privacy and Cookies), and a "キャンセル" (Cancel) button.

- ⑥ Follow the prompts to complete Microsoft 365 multi-factor authentication.



The screenshot shows the Microsoft multi-factor authentication screen. It features the Microsoft logo, a back arrow, and the title "サインイン要求を承認" (Approve Sign-in Request). The main text says: "モバイル デバイスに通知を送信しました。Microsoft Authenticator アプリを開いて応答してください。" (We've sent a notification to your mobile device. Open the Microsoft Authenticator app to respond.). There is a link for "問題がありますか? 別の方法でサインインする" (Having trouble? Sign in another way). At the bottom, there are links for "利用規約" (Terms of Use), "プライバシーと Cookie" (Privacy and Cookies), and a "キャンセル" (Cancel) button.

- ⑦ Click Finish.



The screenshot shows the Microsoft Exchange application selection screen. It features the Exchange logo and the text: "このアカウントで使用するアプリケーションを選択してください:" (Select the applications you want to use with this account:). There is a list of applications with checkboxes: "メール" (Mail), "連絡先" (Contacts), "カレンダー" (Calendar), "リマインダー" (Reminders), and "メモ" (Notes). All checkboxes are checked. At the bottom, there are buttons for "キャンセル" (Cancel), "戻る" (Back), and "完了" (Finish).