

Congratulations! You now have a Hotmail or Outlook email address.

For further information try:

Learn My Way

Use this website for more information on email best practice, using the internet and where to go for online advice and support:

<http://www.learnmyway.com/>

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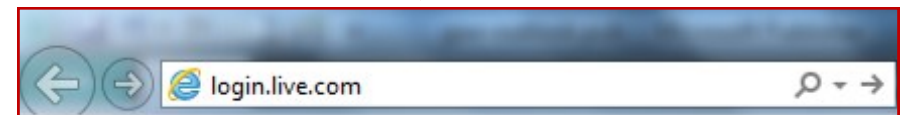
Help With...



This guide will show you how to set up an email account with Outlook (formerly known as Hotmail)

It's free to set up an Outlook account. And once you have one, you'll be able to send messages or photos all over the world in seconds. You'll also be able to access a number of other online resources. Please note that there are other email providers to choose from like Yahoo! and Gmail.

1. Start by typing **login.live.com** into the address bar to get to the main Outlook login page.



2. From the sign-in screen click on **Create New Account**.

3. Make sure you click **get a new email address**

7. Complete the form, and if you do have either a mobile, a second email account or a partner who has an email account it is good practice to fill in at least one of these options in case of login problems.

4. Select either Outlook or Hotmail for your username.

5. All but the most unusual names have already been taken. If you have a nickname it may be better to use that in preference to something long and unwieldy such as "johnwilliamson1986". Also bear in mind what you'll use your email for e.g. "dibdobdoo" may give the wrong impression if you were applying for a job.

6. Make sure you choose a password that you will remember and in any case keep a note of it somewhere safe.

8. Once you have completed the form click **Create Account**. You will be returned to the log in screen. This time you sign in with your new username and password.