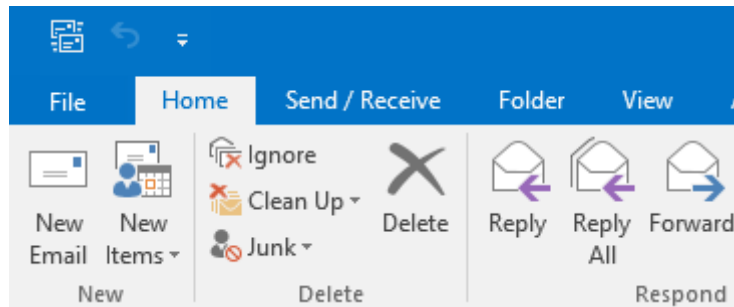
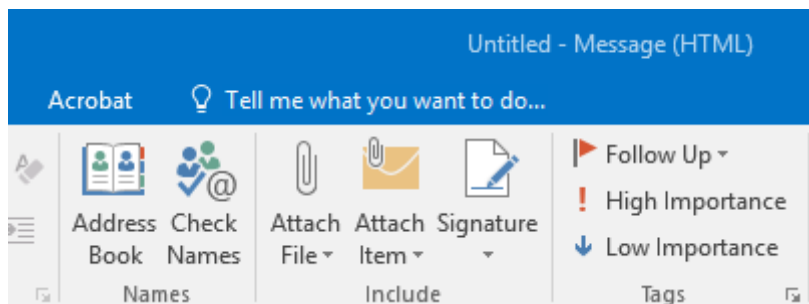


Outlook Signature

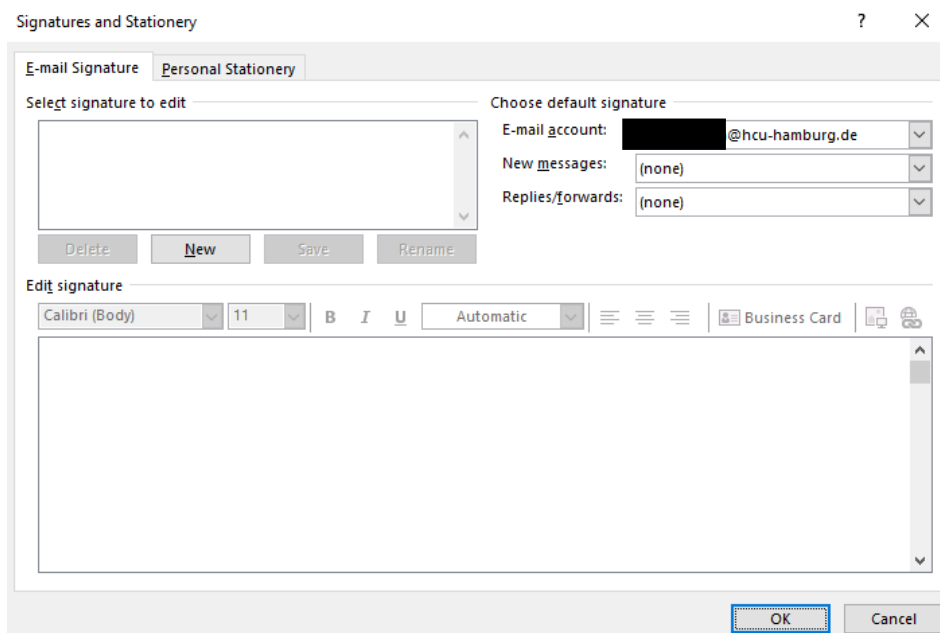
1. Click on the tab *Home*.
2. Click *New Email*.



3. In the tab *Message* click *Signature*.

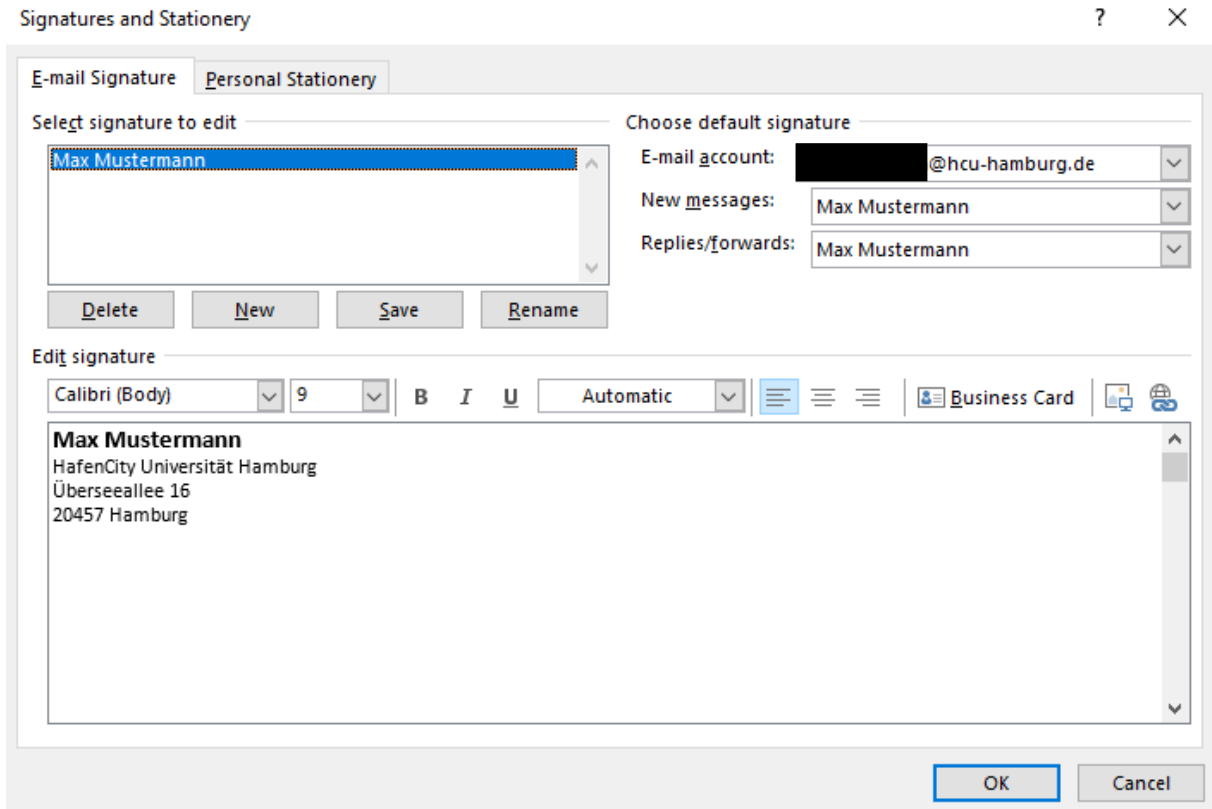


4. Click *New* to create a new signature. Name the signature.



Outlook Signature

- You can create a signature now and also add images. It is also possible to select the a default signature for new messages and replies/forwards.



- After creating the signature you can select the signature you need.

