Email Signature

Installation instructions for Outlook 2011 for Mac

- 1 Open the 'email-sig.html' file in Chrome or Firefox.
- 2 With the browser open and on the foreground and your signature file displayed, press Command + A on your keyboard to 'Select All'



- 3 Open Outlook > Select 'Preferences'.
 - 4 Under 'Email', Select 'Signatures'



5 Click the plus button on the lower left to create a new signature.

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Show All	
Edit signature:	
Signature name	Signature
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1	
(+) = (5)	

6 Press Command + v on your keyboard to paste in your signature that you copied from your browser

	Signatures
Show All	
Edit signature:	
Signature name	Signature
Standard	6
email-sig.html	First Name Last Name
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+ - Choose default signature	International of the second se
+ - Choose default signature Account:	Durtlook (MCredibles)
+ - Choose default signature: Account: New messages:	Outlook (MCredibles) email-sig.html

7 Edit your personal details. 8 Set your 'Default Signatures.

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Edit signature:	
Signature name	Signature
Standard	
email-sig.html	Logo First Name Last Num
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