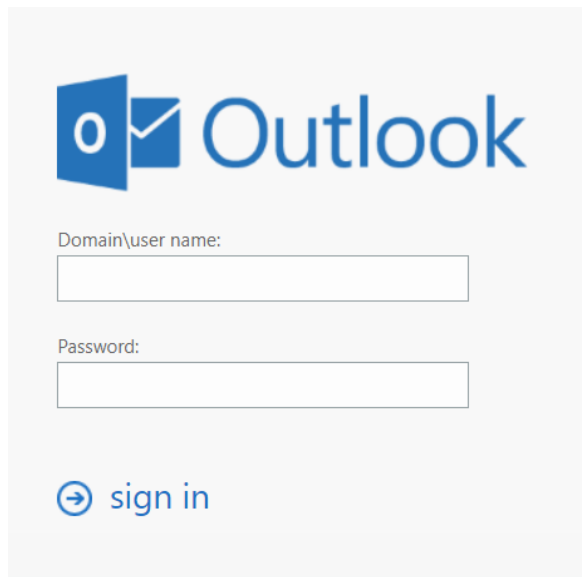


1. From the county website, click on “Links”, then “County Email Access”, you will see this box pop up.

The image shows the Outlook login interface. At the top is the Outlook logo, which consists of a blue square with a white 'O' and a white envelope icon, followed by the word 'Outlook' in blue. Below the logo are two text input fields. The first field is labeled 'Domain\user name:' and is empty. The second field is labeled 'Password:' and is also empty. At the bottom left of the form is a blue circular icon with a white right-pointing arrow, followed by the text 'sign in' in blue.

2. For User Name type: guadalupe\john.doe (your username)  
For Password type: your password at work

The image shows the Outlook login interface, similar to the first one, but with some fields filled in. The 'Domain\user name:' field now contains the text 'guadalupe\john.doe'. The 'Password:' field contains a series of dots, indicating that the password is masked. The 'sign in' button remains at the bottom left.

Once you click okay, it should take you to your email. If for some reason you have a third box under password, use this information:

For the Username: your username at work (john.doe)

For the Password: your work logon password

For the Domain: guadalupe