Configuring Outlook Anywhere (Formerly RPC/HTTPS) with Outlook 2007

For the following instructions, we will use a fictitious person with the following parameters. You, of course, will substitute your specific information.

Full Name: Ned Nash
Ned’s e-mail address is: nedn@mailbox.sc.edu
Ned’s network username is: NEDN

1. On a profile where Outlook has never been used, the startup wizard should initialize by default after selecting the Microsoft Outlook icon.
2. Select Next.
3. If the wizard does not initialize by default, browse to Start\Control Panel\Mail\Show Profiles then create a new profile tab. and create a new profile.
4. Select **Yes** and click **Next** to continue.

5. Select **manually configure server settings or additional server types**.
6. Click **Next**.
7. Select **Microsoft Exchange or compatible service**.
8. Click **Next**.

9. Enter **CAE145CARP01.DS.SC.EDU** in the Microsoft Exchange Server field.
10. Enter the **USERNAME** for the profile being setup in the User Name field.
11. **Check “Use Cached Exchange Mode”**.
12. Click the **More Settings** button. (ignore and close any error pop-ups until the connections screen appears)

![Connection settings](image)

13. Click the **Connection** tab.
14. Select **Connect using my Local Area Network**.
15. Check **Connect to my Exchange mailbox using HTTP**.
16. Click the **Exchange Proxy Settings** button.
17. Enter webmail.sc.edu in the https:// field.
18. Check Connect using SSL only.
19. Check On fast networks, connect using HTTP first, then using TCP/IP.
20. Check On slow networks, connect using HTTP first, then using TCP/IP.
21. Select Basic Authentication for the proxy authentication setting.
22. Select OK to close the Exchange Proxy Settings window.
23. Select **OK** to close the Connection settings window.

24. You may get a restart notice. If so, click **OK** to continue. If you do not get a notice then skip this step and go directly to step 25.
25. Click Next.

26. Click Finish.