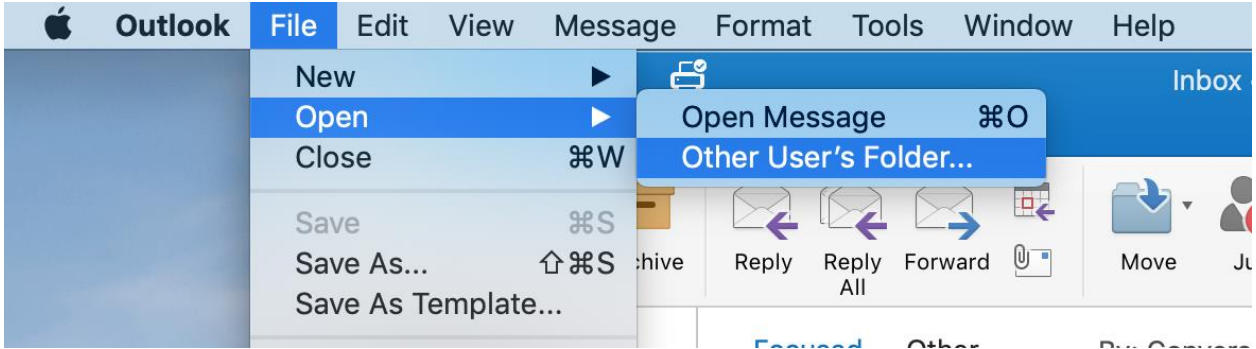


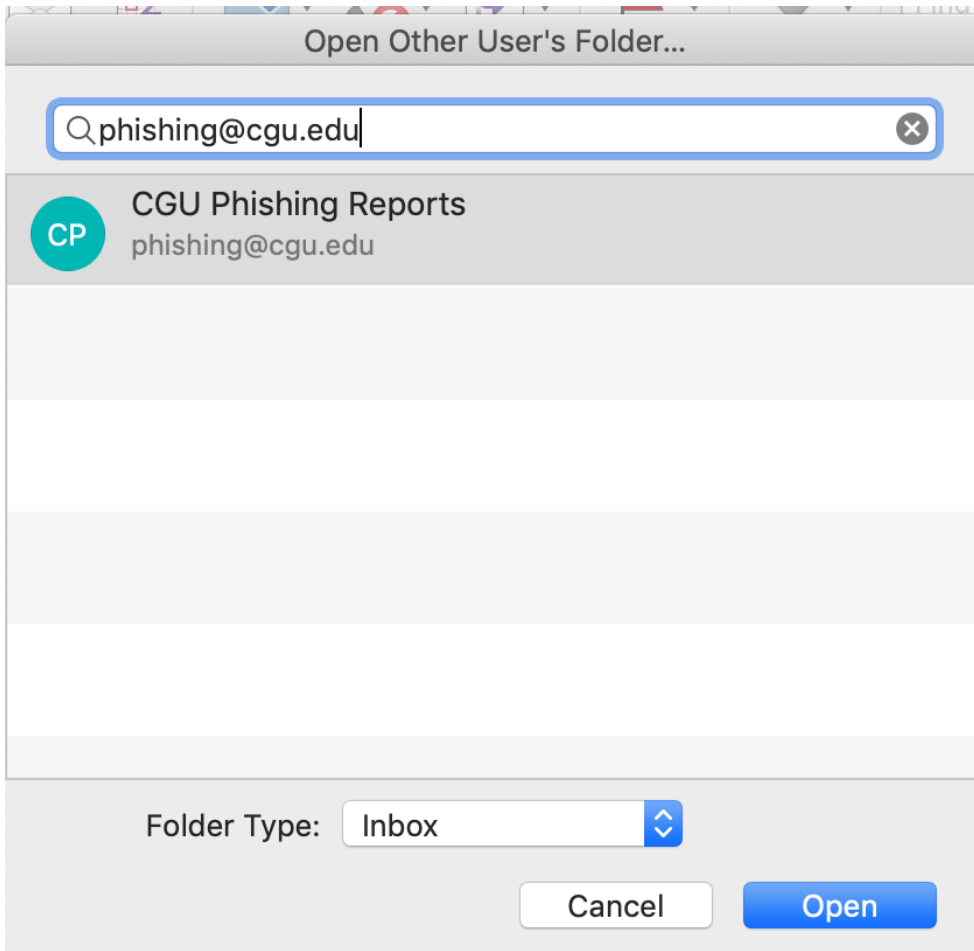
# Accessing Delegated Mailboxes

## Outlook for Mac

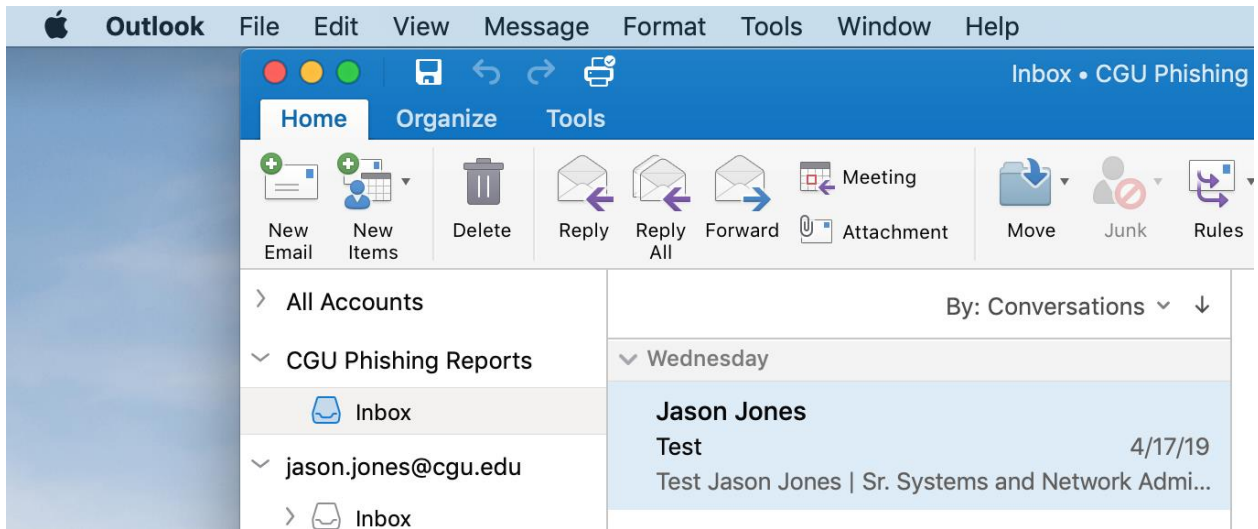
1. In Outlook for Mac click File -> Open -> Other User's Folder...



2. Type in the name of the mailbox you want to open and click Open.



3. The mailbox will now be available above your own, expand to view the folders and inbox.



4. If you have permissions to send as the mailbox that you opened just click New Email, and then click the From: dropdown to select which account to send the email from.

