1. After a mailbox, has been completely migrated to O365 a popup will appear in Outlook:

![Microsoft Outlook popup](image)

2. Press **OK** and restart Outlook. If the popup occurs a second time press **OK** restart again.

![This folder was last updated at 2:22 PM. Trying to connect...](image)

3. You may see the following popup:

![Microsoft Outlook popup](image)

If this popup occurs, click **Don’t ask me about this website again** and click on **Allow**

4. When prompted for username and password, enter your username in the following format: `userID@louisville.edu`, enter your password and click on **Remember my credentials** and click **OK**

![Windows Security](image)