

Native Outlook Setup

For users with our **OEX mailboxes**, setting up Outlook is a fast, automated process because OEX is engineered for **native Outlook connectivity**.

Pre-requisites

Before you begin, ensure your domain is properly configured to allow Outlook to "talk" to our servers automatically:

- **Autodiscover DNS Record:** You must have the **Autodiscover** CNAME record set up in your [domain's DNS settings](#).
 - **Verification:** You can verify this in your **Admin Panel** under **Domains -> Health Status**. The "Autodiscover" and "Autodiscover SSL" status should be **Enabled**.
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Steps to Add Your Account

Once your DNS is ready, Outlook handles the rest of the heavy lifting.

1. **Open Outlook:** Launch the Outlook application on your computer.
2. **Add Account:** Go to **File > Add Account**.
3. **Enter Credentials:**
 - **Email Address:** Enter your full email address
 - **Password:** Enter your mailbox password.
4. **Automatic Detection:** Outlook will use the Autodiscover record to automatically find the server names and configure your profile.
5. **Finish:** Click **Done** or **Finish** once the success message appears.

For **manual setup** please use **oex1.emailarray.com** for the server name.

What's Synchronized?

The OEX mailbox provides a **complete** sync across all your devices:

- **Email:** Your full message history and folder structure.

- **Calendar:** All appointments, meetings, and shared schedules.
 - **Contacts:** Your entire address book, perfectly synced
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