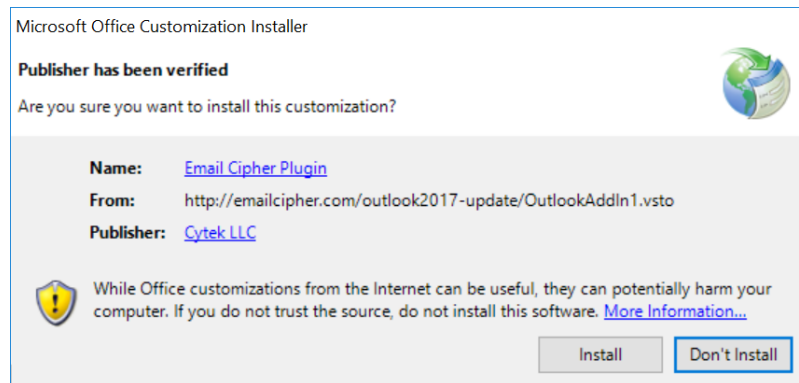
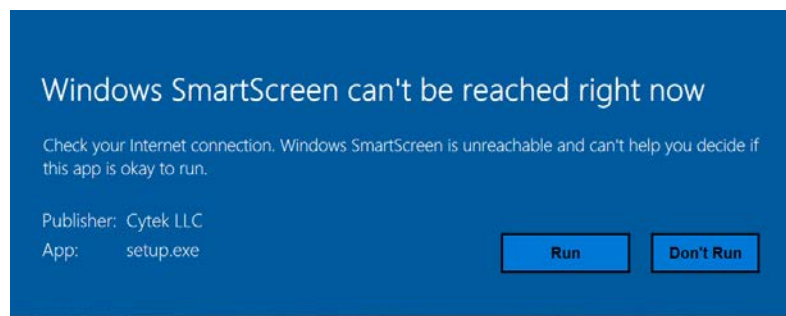


Email Cipher Outlook Plugin

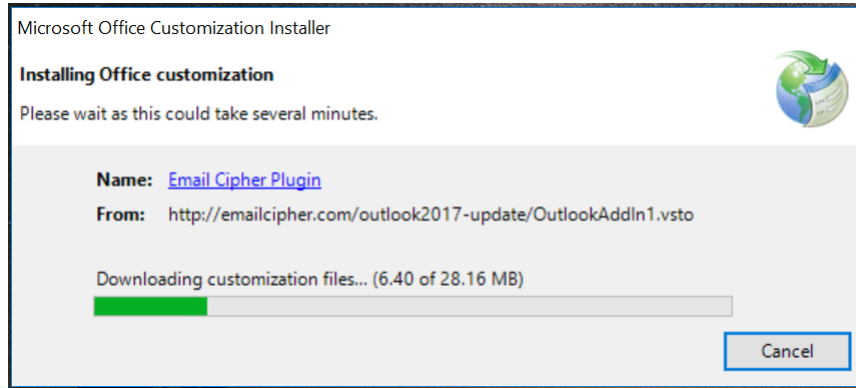
To download Outlook Plugin please click on the link below

www.emailcipher.com/outlook2017-update/setup.exe

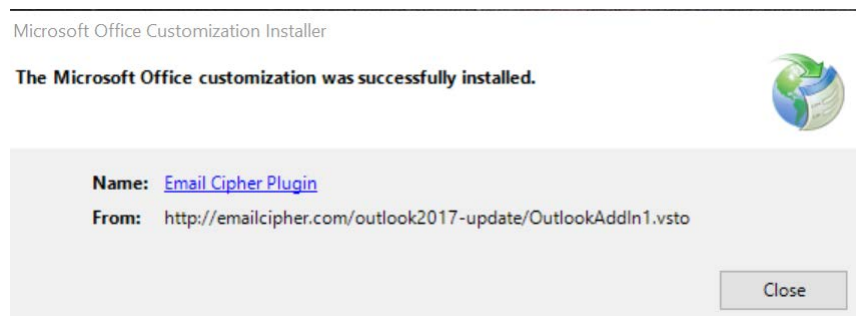
After you download the add in please double click on the Icon to install the plugin **(Make sure to close Outlook before you start the setup)**



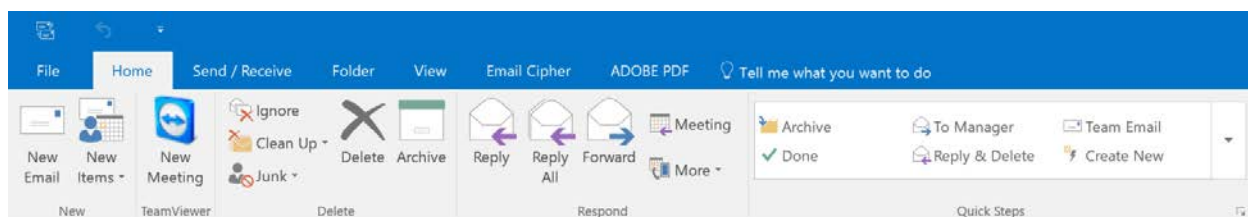
After you press Install please wait for the installation to be completed

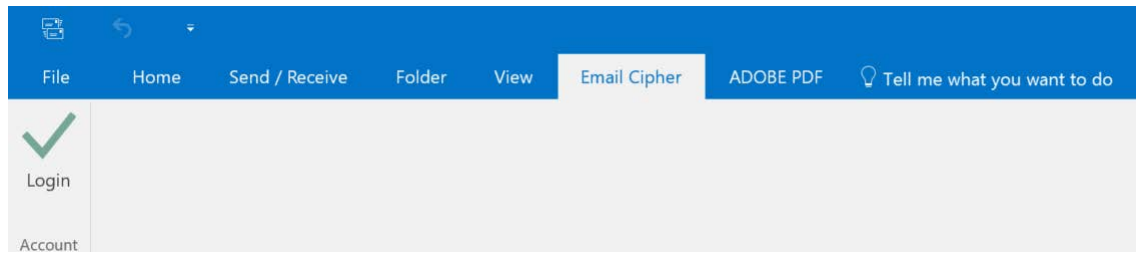


When the Installation is completed you will see the window below please press close

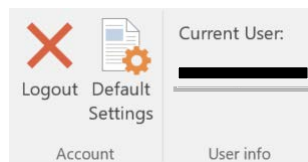


Now you can open Outlook, after you open Outlook please navigate from the menu on the top and press on Email Cipher then Login



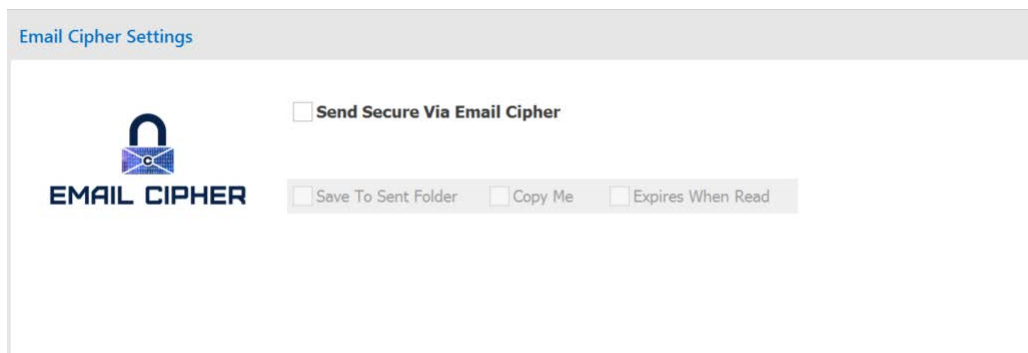


Please use your Email Cipher Credentials (Email & Password) to login and authenticate your outlook plugin and press OK

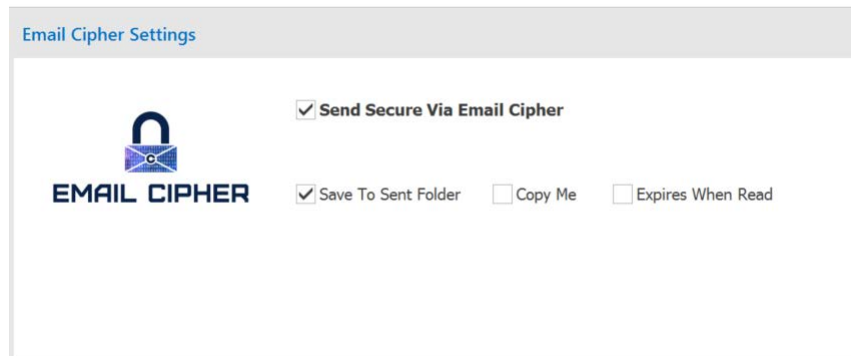


Now you are ready to use Email Cipher and send secure emails

Now if you click on new email you will see a navigation tab with option to send secure email as showing below

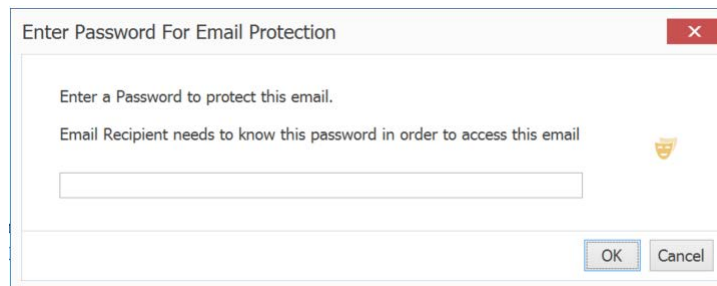


To send secure emails please check the box (Send Secure Via Email Cipher) and the box (Save To Sent Folder) As showing in the image below, please press the box only when you want to send secure emails

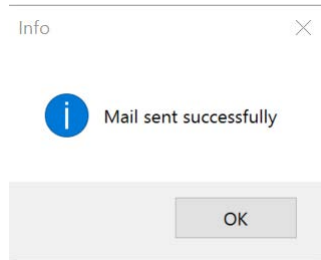


Now type your email and attach any documents you would like to send securely via Email Cipher just like you are sending a regular email and click send, when you click send with the option Send Secure Via Email Cipher you will get a pop up asking you to specify a password to protect the message and encrypt it as showing in the image below, enter the password then click on Send Mail

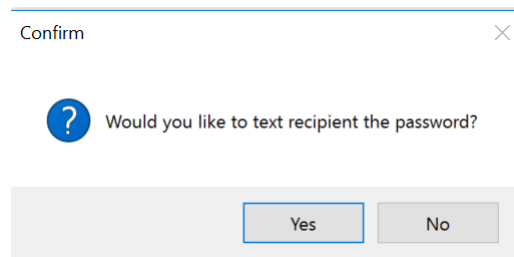
Please note the recipient of this message will not be able to view the message without the password



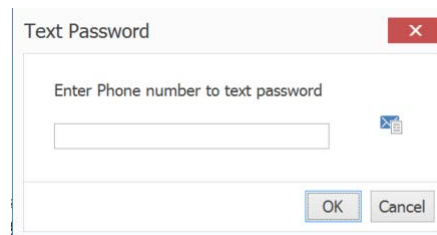
After you click OK you will get a message verifying that the email was securely send via Email Cipher as showing in the image below



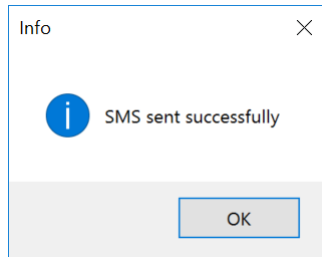
Now you will be asked if you would like to text the recipient their password, if you would like to do so please press on yes as showing in the image below



If you click yes then you will get a new box asking you to enter the recipient cell phone number to text them their password as showing in the image below:



Please enter the phone number and press Send Password, when you click Send Password you will get a confirmation message confirming that SMS was sent successfully as showing in the image below:



Thank you for being Email Cipher Customer, we work hard to deliver the latest in security software's to protect you and your data, if you have any questions or need support feel free to contact us at any time.

You can reach our support department by emailing Support@emailcipher.com or by contacting us at: 1-844-644-8744