

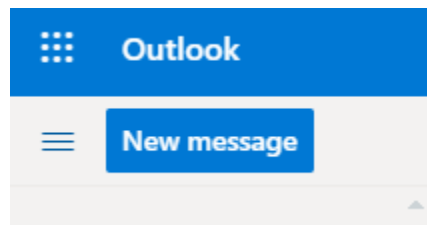
# HOW TO ENCRYPT AN OUTLOOK EMAIL

Go to [my.connorsstate.edu](http://my.connorsstate.edu) and log on using your **Connors C-Key** login information.

Select the 'Cowboy Mail' icon (see below).

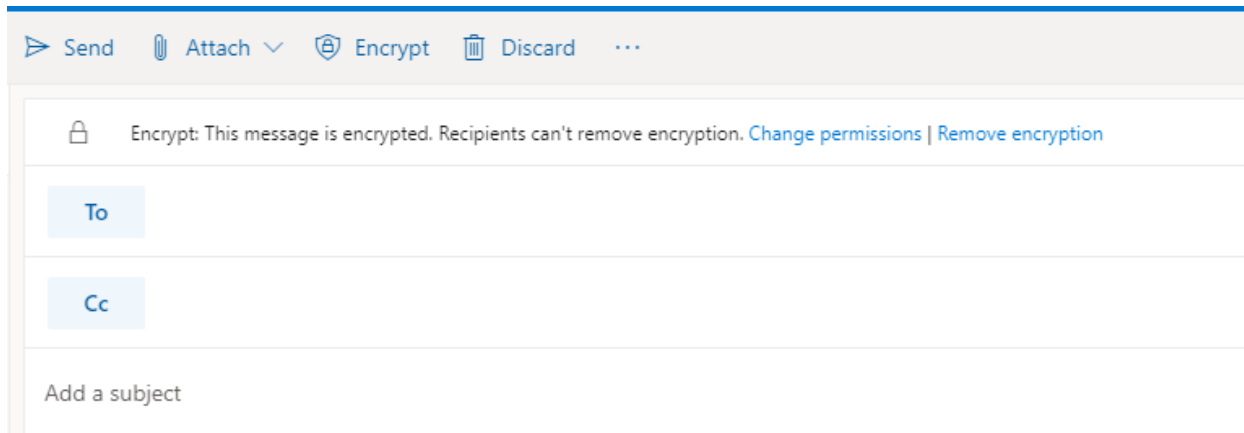


Select the 'New Message' icon at the top left of the screen (see below).



# HOW TO ENCRYPT AN OUTLOOK EMAIL

Next click the 'Encrypt' button at the top of the page (see below).



You can now choose your 'To' person and attach your file using the below icon (see below).

