How to change settings in Yandex mail

1. Go to <u>https://mail.yandex.ru/</u> and log in with your HSE e-mail address and password.

2. Go to 'Settings' (a cogwheel icon), then 'All settings':



3. Choose 'Import mail from other accounts':



4. Fill in your HSE e-mail address and password and press 'Turn importer on':

$\underline{Mail} \rightarrow \underline{All \ settings} \rightarrow \text{Import mail}$		
Select mailboxes for automatically forwarding email to Yandex Mail. This feature supports up to 10 mailboxes at a time.		
Yandex	O Mail.ru Gmail or Outlook	
Importing mail from another service		
Email	ili_1@edu.hse.ru	
Password	••••••	
Turn importer on		

5. Change info in the 'Server' field to <u>outlook.office365.com</u> (don't change other fields) and press 'Turn importer on':

Your mail server settings		
Protocol	IMAP ~	
Login	ili_1@edu.bse.ru	
Server	outlook.office365.com	
Port	993 ✓ Import mail using SSL encryption protocol ✓ Leave message copies on the server	
Turn importer on A Server not responding, incorrect username or password.		

6. Ignore an error message 'Server not responding...'

7. Insert your password and press 'Save':

<u>Mail</u> \rightarrow <u>All settings</u> \rightarrow <u>Import mail</u> \rightarrow Edit mail importer settings

(i) Connection established. Message importing will start in 10 minutes with the following settings:		
label all imported mail as Flagged V		
move messages to Inbox ~		
Server connection	on settings	
Email	ili_1@edu.hse.ru	
Password		
Save changes or delete importer		

8. You should see your HSE email address in the 'Connected mail accounts' list: ящики»:

$\underline{Mail} \rightarrow \underline{All \ settings} \rightarrow \text{Import mail}$			
Select mailboxes for automatically forwarding email to Yandex Mail. This feature supports up to 10 mailboxes at a time.			
Yandex Mail.ru Gmail Outlook			
Connected mail accounts			
ili_1@edu.hse.ru off C on			
Importing mail from another service			
Email			
Password			
Turn importer on			

9. Mail import will start within 10 minutes.