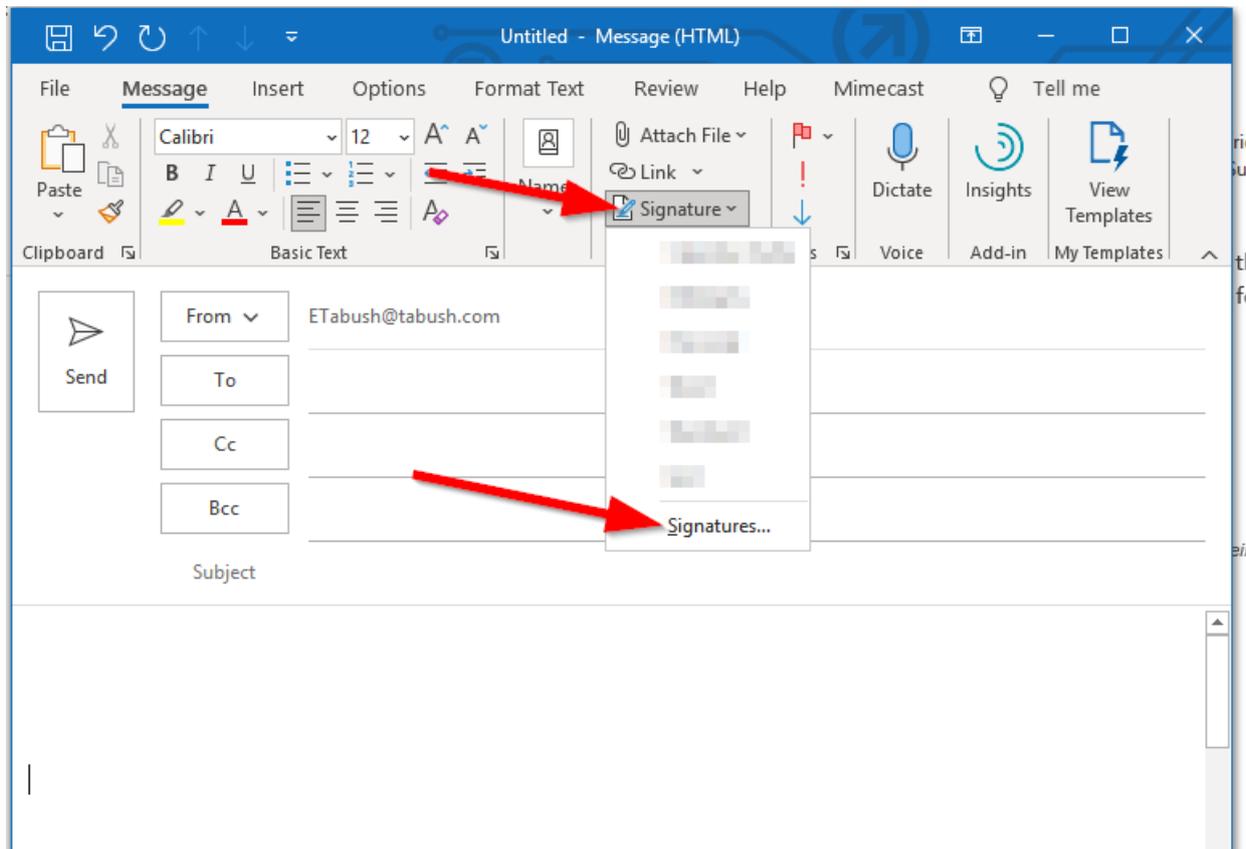


Migrate your Outlook Signature to Boxtop

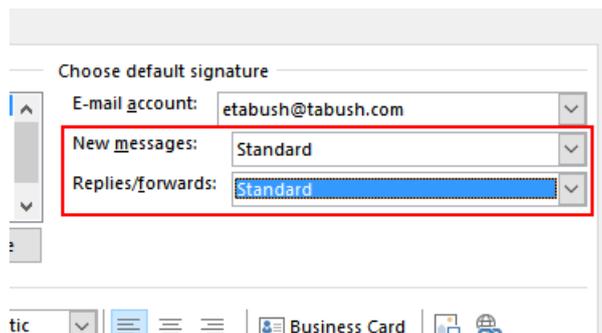
05/10/2024 11:19 am EDT

Your current Outlook signature will not automatically transfer to Boxtop. Once in Boxtop, to set up your email signature:

1. Open an old email from your sent folder.
2. Highlight your signature > copy
3. Open a new email. Then at the top of the window click Signature > Signatures...



4. Click New then paste your email signature and save.
5. Lastly, on the right side select your newly created signature for new messages and replies. Then click OK.



Need More Help? [Click Here](#)
