To get a new Outlook.com account and email address:

1. Visit Sign up - Microsoft account
   https://signup.live.com/signup.aspx?cbcxt=mail&lic=1

2. Key in your First and Last Name.

3. Click **Or get a new email address** under Microsoft account **User name**.

4. Enter the desired user name (what comes before "@outlook.com") under Microsoft account name.  
   [example: doej@outlook.com]

5. Type the desired password for your Outlook.com account under **Create a password**. (8-character minimum; case sensitive)

6. Reenter Password.

7. Select Country/region & Zip Code

8. Select your birthday under **Birth date**.

9. Make a choice under **Gender**.

10. Help protect your information by entering the Country code and Phone number.

11. Enter the characters you see (making sure you are a real person).

12. Click **Create account** to finish.

**Make sure you remember your new user name [example: doej@outlook.com] and the password you created for your new account!**