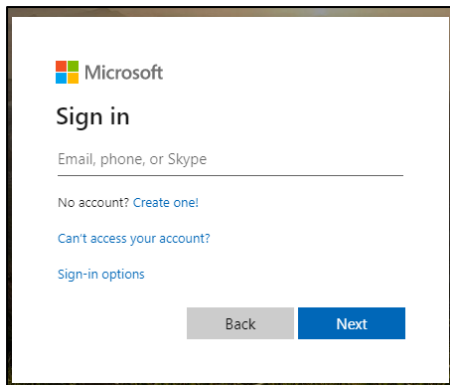




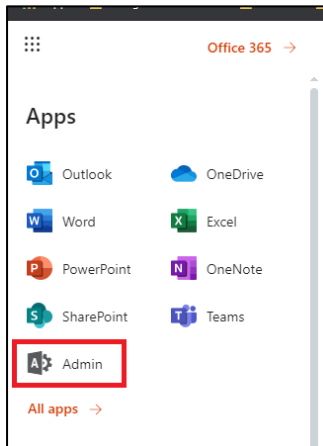
LetterMark Web-Enhanced Email for Outlook 365

Administrator directions to install Office 365 Web plugin in Outlook 365

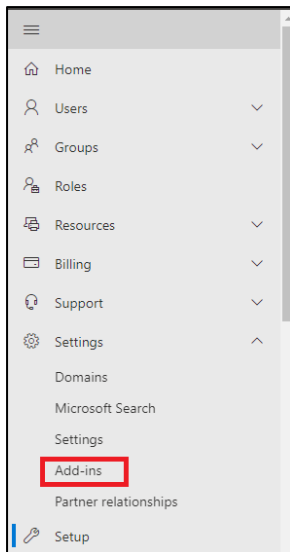
1: Open Outlook 365 Sign in and login with Admin credential



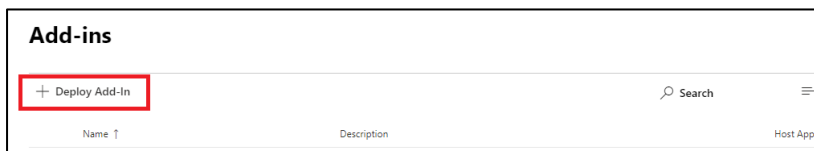
2: Select Admin in the Apps section as shown below



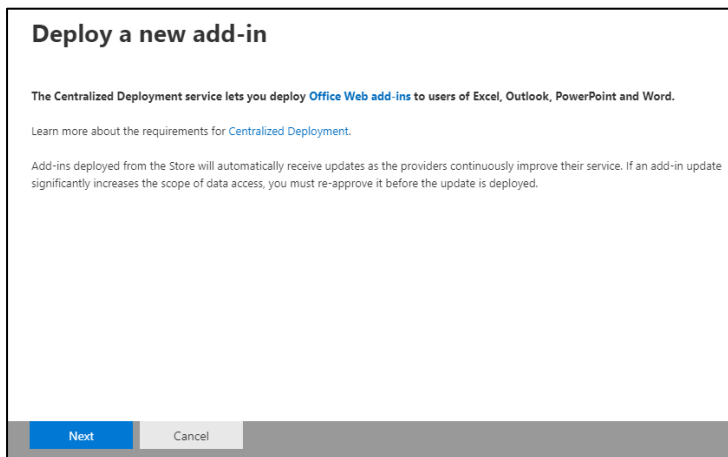
3: select Add-ins from the left menu



4: Click Deploy Add-In



5: Click Next



6: Select upload custom apps

Deploy a new add-in

Deploy from the Store
Get solutions tailored to your industry that work with the products you already use.

Choose from the Store

Deploy a custom add-in
Create a new web application, or upload an add-in / integration for Office.

Upload custom apps

7: Choose file

Deploy a new add-in

Choose how to upload the add-in

I have the manifest file (.xml) on this device

Choose File No file chosen

I have a URL for the manifest file

https://

8: Select the downloaded XML file from <https://www.lettermark.com>

9: Click Upload

Deploy a new add-in

Choose how to upload the add-in

I have the manifest file (.xml) on this device


Choose File LMwebAddinManifest.xml

I have a URL for the manifest file

https://

Upload Cancel

10: Assign all users



LetterMark Web Add-in
Version 1.0.0.0
Host Apps: Outlook

[Privacy Policy](#)
[Terms of Use](#)
[Get Help](#)

LetterMark Web Add-in is used for adding your own Template

Assign Users
Choose which users will have access to LetterMark Web Add-in


Everyone

Specific users / groups
Search for specific users or groups to add or remove

Deployment Method

Fixed (Default)
The add-in will be automatically deployed to the assigned users and they will not be able

11: Once Add-In is added successfully you will find it in Deploy Add-In page

Add-ins		
+ Deploy Add-In Search		
Name ↑	Description	Host Apps
 LetterMark Web Add-in	LetterMark Web Add-in is used for adding your own Template	Outlook
