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***specific folder -  
though as simple  
as it might be, it  
doesn't work. Any  
suggestions?***

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***A. Your  
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emails will not  
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2016 or Outlook  
2013 until you  
reconnect your  
account. You will  
still be able to***

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***Follow this guide to set up your email account with IMAP in Outlook 2016. Step 1 - Open Outlook and click File Step 2 - Click Add Account Step 3 - Type in your email address Step 4 - Enter your password Step 5 - Close automatic***

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**setup Step 6 - Go to File again Step 7 - Go to Account Name and Sync Settings Step 8 - Set the Root folder path**

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**Step-by-Step Instructions Open**

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**Microsoft Outlook 2016 and click File in the menu. Under Account Information, click + Add Account. Select Manual setup or additional server types and click Next. Select POP or IMAP and click Next. Enter the user, server and logon information.**



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**Select the account type: IMAP or POP3.**

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