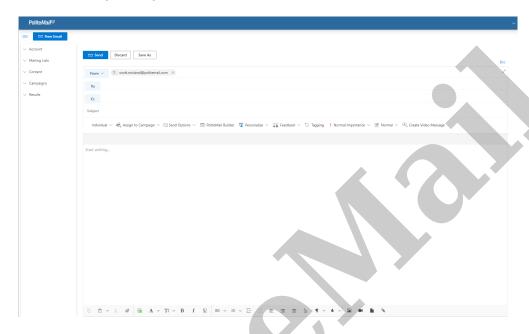
How do I get PoliteMail Online and PoliteMail365?

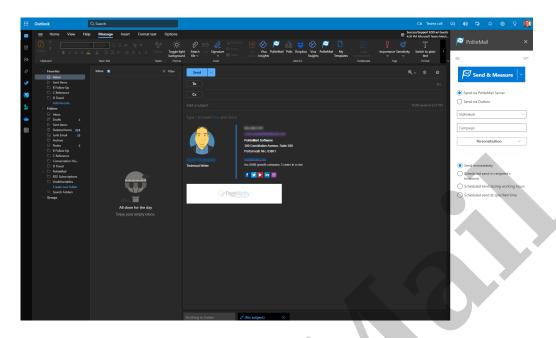
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PoliteMail Online (PMO)



- 1. Check with your PoliteMail Administrator to make sure your organization has been set up for PoliteMail Online. Not every company has it, especially if you are self-hosting your own instance of PoliteMail.
- 2. PoliteMail Online is available only for version 5.0 or later.
- 3. If your company is live with PMO, ask for an enrollment link from your Administrator or IT department to log in for the first time.
- 4. From that point on, simply enter your PoliteMail server address (provided in your enrollment link) into your browser (bookmark it!), log in with your credentials, and you will be able to access PoliteMail Online.

PoliteMail for Microsoft 365



- 1. Your organization must be set up to use PoliteMail for M365. PoliteMail will work with your IT team to create a manifest to deploy PoliteMail. Ask your Administrator to contact us if interested!
- 2. PoliteMail for M365 is available only for version 5.0 or later.
- 3. Your Exchange Administrator will need to approve adding PoliteMail365 to your Office365 environment. Once deployed, PoliteMail will be integrated into Outlook 365 any time you log in.