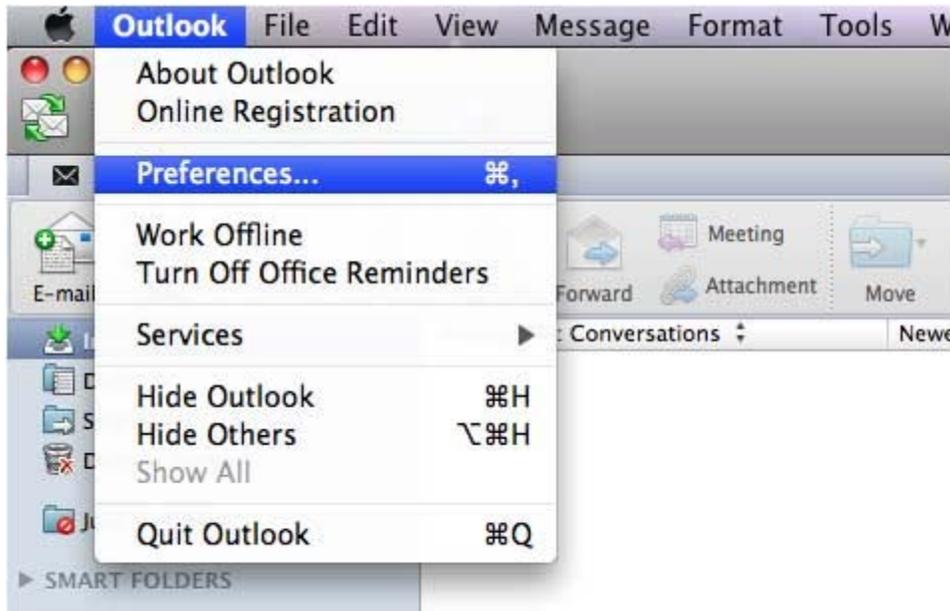


# How do I change my password in Outlook 2011 for Mac?

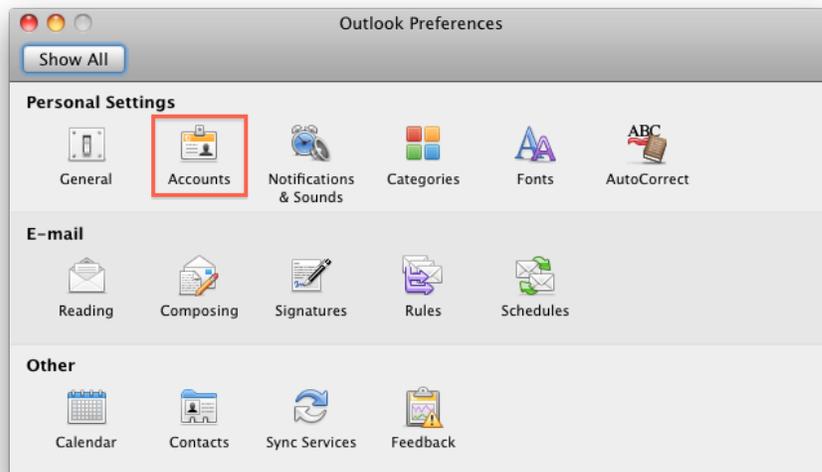


1. Go to the **Outlook** menu in the menu bar and choose **Preferences**.



2. Click the **Accounts** button.

*If you have multiple accounts setup in Outlook 2011, please make sure that you are in your GCCCD Exchange account settings.*



3. Change your password in the **Password** field and close the window. The window automatically saves any changes made.



**GCCCD Email**  
Exchange Account

Account description:

**Personal information**

Full name:

E-mail address:

**Authentication**

Method:

User name:

Password: