



# Crypt-n-Send

Send encrypted message from any email account

[www.mdofficemail.com](http://www.mdofficemail.com)

## CryptnSend Add-in for MS Outlook

### **IMPORTANT:**

**CryptnSend email account can be configured in MS Outlook or any other Email Client Program with the following credentials, just like any other email account. CryptnSend Add-in is not necessary in this case.**

- User name: Your email user id
- Password: Your CryptnSend password for the email account associated with CryptnSend
- Incoming mail server (POP): secure.cryptnsend.com (**This is just for configuration purpose. No messages are received in this account. All incoming messages are received in your regular email account.**)
- Outgoing mail server (SMTP): secure.cryptnsend.com
- Check “My outgoing server requires authentication”.
- In advanced settings, for outgoing server (SMTP) , enter port 465 and select SSL.

**Please don't modify your existing email account settings. Either use CryptnSend Add-in or create a new Outlook email account for sending secure email.**

For detailed email client configuration instructions please visit <http://mdofficemail.com/support/emailclient.html>

### **Purpose of CryptnSend Addin for MS Outlook:**

This Addin is only for the convenience of CryptnSend users. This will allow the users to send encrypted email from MS Outlook.

This Add-in will not change the functionality of CryptnSend account.

By installing this Add-in you need not configure CryptnSend email account in Outlook.

### **Performance of the App:**

Performance of the app highly depends on the version of Windows OS, MS Outlook, security settings in your computer and network. IF YOU FACE ANY PROBLEM OR ISSUE WITH THIS ADDIN, PLEASE UNINSTALL IT IMMEDIATELY and inform us the issue details by email to [clientsupport@mdofficemail.com](mailto:clientsupport@mdofficemail.com).

### **Pre-installation requirements:**

- a) You should have a CryptnSend account.
- b) You should be logged in as Administrator to your computer.
- c) Your regular email account that is associated with CryptnSend should be configured in MS Outlook.

## Installation of CryptnSend Add-in for MS Outlook:

- Once CryptnSend\_Outlook\_Addin.zip is downloaded, extract CryptnSend\_Outlook\_Addin.exe. Double click on this executable file “cryptnsend\_Outlook\_Addin.exe” to setup.



- Click “Yes” and follow the instructions as mentioned in the setup to complete installation of addin successfully and have it integrated to your MS Outlook.



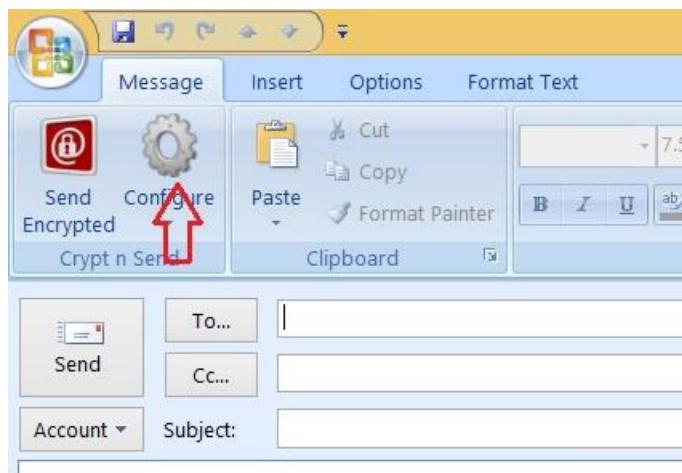
- Click “Finish” to complete the installation.

## Configuring CryptnSend Add-In:

- Open MS Outlook and click “New” (icon to compose new email message).



2. In the Compose email window, click **configure** to configure your CryptnSend Account over MS Outlook.

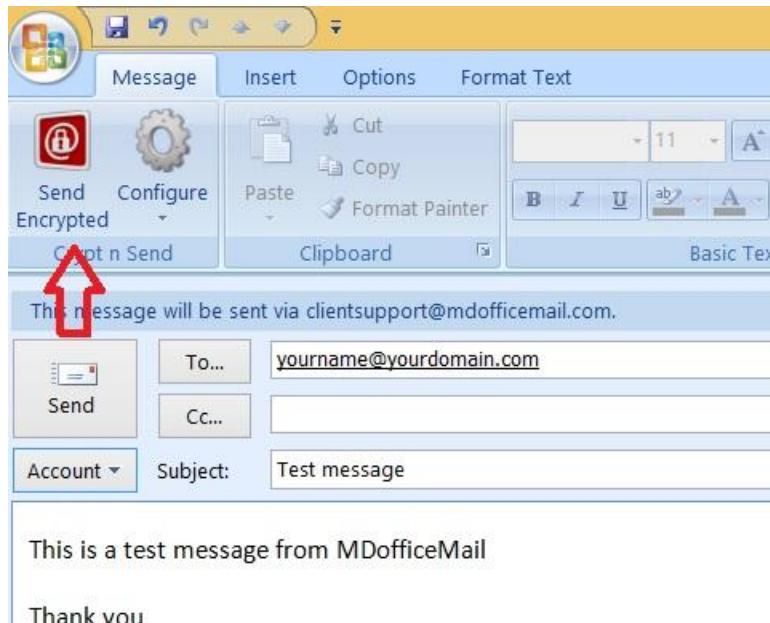


3. Now, select your CryptnSend account (email account that is having CryptnSend subscription) from the dropdown, enter CryptnSend password, and click **OK** to save your settings.



## Functionality of MS Outlook Add-in

- a) Compose message.
- b) To send that message encrypted, click “CryptnSend Icon or the text “Send Encrypted”.



- c) To send plain (unencrypted) message, click the regular “Send” button.

### NOTE:

**Centralized Sent Mail folder:** All sent messages using MS Outlook (with or without Add-in), other email client programs, Iphone/Android app, Compose webpage, Webmail are saved in the Sent Mail folder of CryptnSend **WEBMAIL**.

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