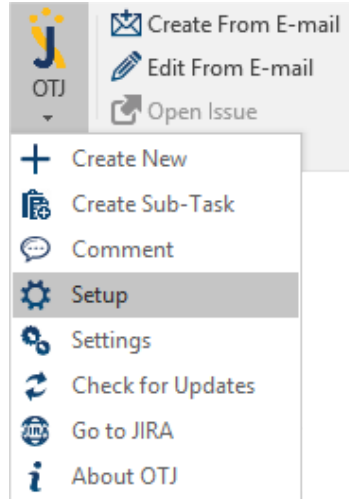


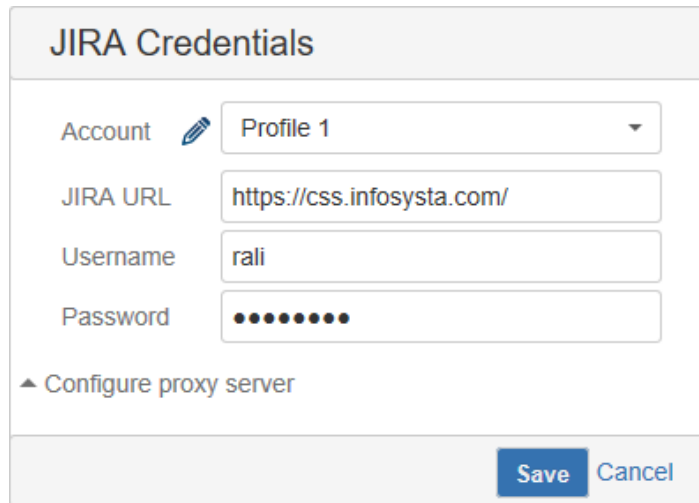
# Setup connection Outlook To JIRA

After installing Outlook To JIRA:

1. Open Outlook
2. Click on the "JIRA" icon displayed in the top right menu
3. Click on "Setup"



4. A "JIRA Credentials" window will appear

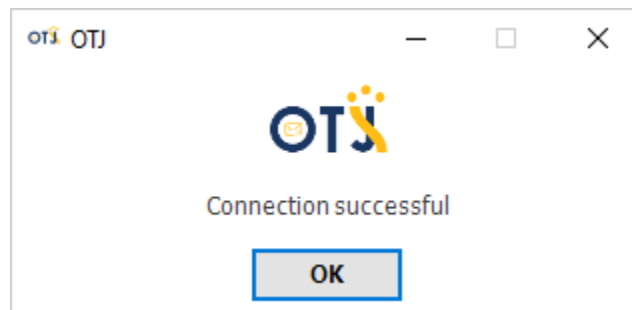
A screenshot of the 'JIRA Credentials' dialog box. The dialog has a title bar with the text 'JIRA Credentials'. Below the title bar, there are four input fields: 'Account' with a dropdown menu showing 'Profile 1', 'JIRA URL' with the text 'https://css.infosysta.com/', 'Username' with the text 'rali', and 'Password' with a masked password field (represented by dots). Below these fields is a section titled 'Configure proxy server' with a small upward-pointing triangle icon. At the bottom right of the dialog, there are two buttons: 'Save' and 'Cancel'.

5. Fill the required fields:

- a. JIRA URL: Link to access your JIRA instance
- b. Username: Your JIRA username
- c. Password: Your JIRA password
- d. Plugin Language: Choose your desired add-on language (Default Plugin language will be English)

6. Once all fields are filled with the right information, click on "Save"

7. A "Connection Successful" message should appear (only if the information provided is correct)



8. Click on "OK"



You can save multiple JIRA profiles by clicking on the "pen" icon next to the "Account" Field

1. Click on the "Pen" Icon
2. Enter a name to your profile and press save

