Microsoft 365

First Time Login

- First Time Login

Important

- Enable two factor authentication

General

- Check installed Product Key
- Setup Office 365 Email in Outlook
- Add new mailbox
- Using Office 365 DNS
- Setup a Catch All email
  - http://o365info.com/configuring-catch-all-mailbox-in-office-365-part-1-of-2-2/
  - https://o365info.com/configuring-catch-all-mailbox-in-office-365-part-2-of-2-2/
  - https://social.technet.microsoft.com/wiki/contents/articles/30462.catch-all-mailbox-office365.aspx
- Disable Password Expiry

Troubleshooting

invalid sender



Your message couldn't be delivered because you weren't recognized as a valid sender. The most common reason for this is that your email address is suspected of sending spam and it's no longer allowed to send email. Contact your email admin for assistance.

Reference:
https://docs.microsoft.com/en-us/microsoft-365/security/office-365-security/removing-user-from-restricted-users-portal-after-spam?view=o365-worldwide

- login office 365 admin portal
- go to Microsoft 365 security at https://security.microsoft.com/restrictedusers
  - if there is any user blocked, select it and click [Unblock]
  - it may take an hour to be effective

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Last update: **2022/04/08 06:07**