To use Outlook Web Access with IE 10 on a Windows 8 machine

- Right click in the upper right hand region of the Internet Explorer browser window (Figure A)
- Select Menu Bar (Figure A)
- Next, Select Tools (Figure B)
- Select Compatibility View settings (Figure B)
- Select **Compatibility View settings** (Figure B)
- Next, Select **Display all websites in Compatibility View** (Figure C)
- Select **Close** (Figure C)
- After you select close, Outlook Web Access will automatically refresh and you will now be able to use your email on a Windows 8 operating system – with Internet Explorer 10