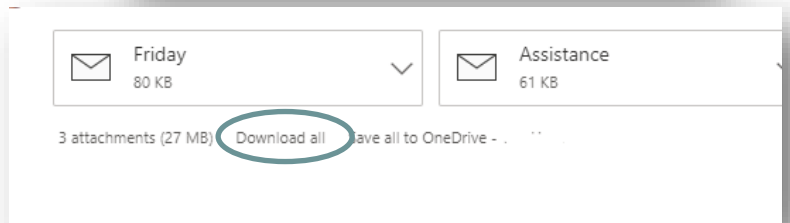
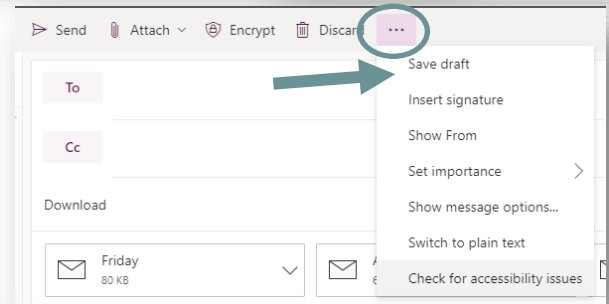
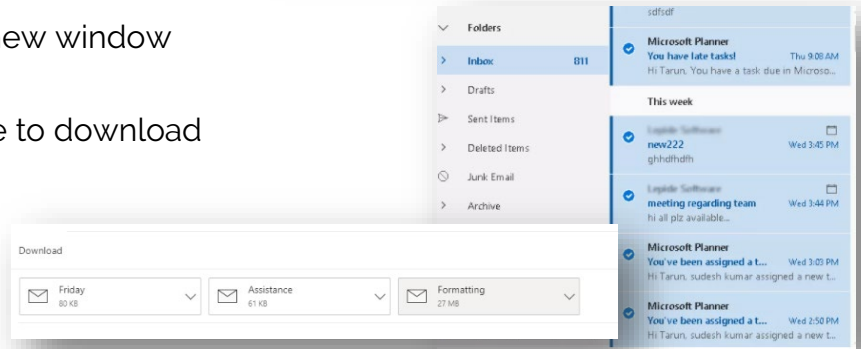
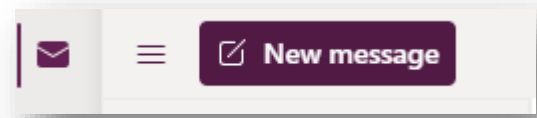


To download a large number of files

1. In Outlook Web Access, start a New message
2. Click to edit the message in a new window
3. Select all emails you would like to download
4. Drag the emails to your new message. This will add them as attachments
5. Save the draft email and close that window
6. Go to Draft emails, open the saved draft and there will be a 'Download all' option for the attachments.



All attachments will be downloaded as a Zip file. Note that this saves the email messages as EML files which can be opened in Windows and Mac OS using standard email tools.

The resulting zip file will be located in your Downloads folder.