How to set up Thunderbird for Microsoft 365

Mgr. Martin Trčka, 31 May 2022, Thunderbird version 91.9.1 (64 bits) on Windows 10.

1. In the account creation window, fill in:
   - Full name (will be displayed as Sender)
   - Email address (will be displayed as Sender)
   - Password (for the relevant account, i.e. the same as for CAS/SIS)

   and press the "Continue" button - Thunderbird will automatically detect the servers and settings.

2. Check that the settings are correct:
   - Incoming: IMAP, outlook.office365.com, SSL/TLS
   - Outgoing: SMTP, smtp.office365.com, STARTTLS
   - Username: Note that only a username of the form personal_number@o365.cuni.cz, login_name@o365.cuni.cz, or personal_number@cuni.cz will work. If a username of the form first_name.surname@matfyz.cuni.cz is pre-populated, then click the "Configure manually" link in the bottom left and change the Username field to one of the above working ones.

   Finally, press the "Done" button - your account is set up.