Guide to securing Hotmail

If technology is being used against you, use this website to secure your tech. Learn about Tech Abuse

Note that depending on your device/updates, the steps below may vary.

Caution

Remember, depending on whether or not you are living with the person who is harming you, you may choose to take different steps. Control and coercion make some of these steps impossible or not safe. Read these cautions before taking action.
Step 1: Go to settings

1. In a browser, open Outlook.
2. Click on your name in the top right corner, then click My Profile.
3. Click on Security at the top of the page.
Step 2: Review access to your account

1. Go to your profile, and click **Security**.
2. Click **Sign-in Activity**.

3. Review who has accessed your account. You may want to take a screenshot or make a printout for evidence.

4. Next, in the **Account** menu at the top, click **Devices**.

5. Review connected devices.

6. If any of the devices are unwanted or unused, go back and click on **Security** in the menu. Then click on **Advanced Security Options**. You can choose the option to be signed out from any ‘trusted devices’ (**Sign Me Out**)
Caution: The abuser may notice that they can no longer access the account. Some abusers may escalate their violence.

Step 3: Review contact information
1. Go to your profile, and click Security.
2. Click Advanced Security Options to make sure the phone number and email address in your recovery information are correct.
3. Click Add A New Way To Sign In Or Verify to add a new phone number or email address. You’ll have to verify these by inputting a verification code which you will receive via text, call, or email.
Step 4: Change your password

1. Go to your profile, and click Security
2. Click Changing Your Password
3. Set a new password. Learn more about creating strong passwords.

Step 5: Turn on two-step authentication

1. Go to your profile, and click Security.
2. Click Advanced Security Options.
3. Click Two-Factor Authentication.

4. Choose app, phone number or alternate email address for verification.