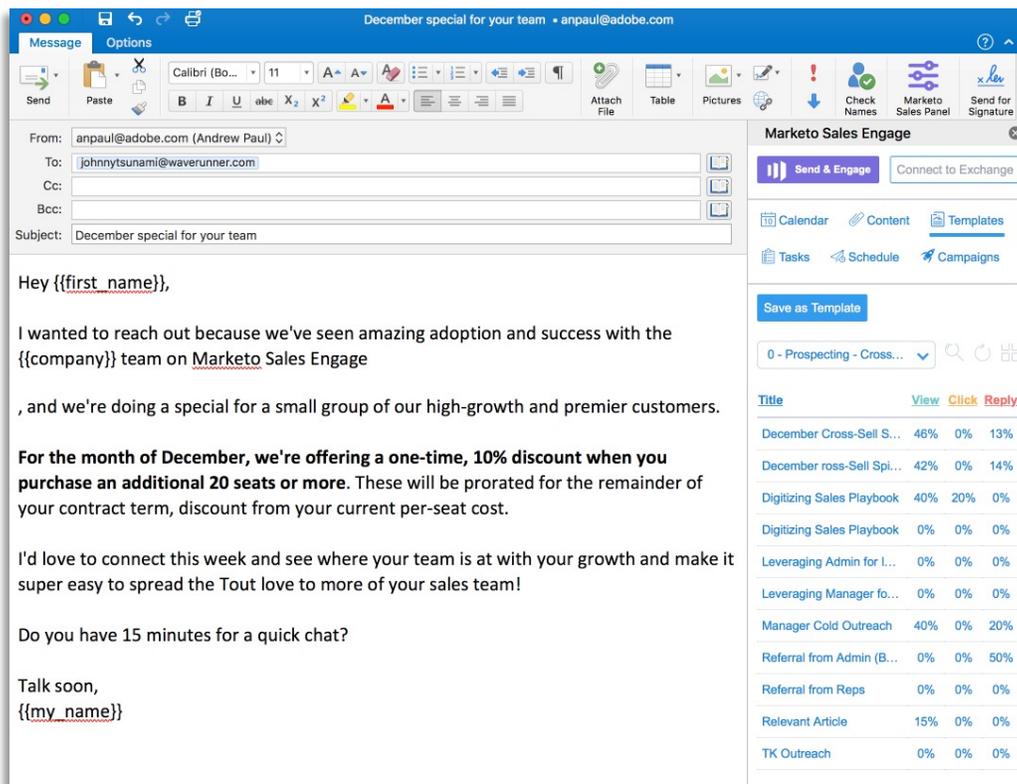# Marketo Sales Engage | Outlook Add-In Installation Guide

This Guide will take you through the installation process of Marketo Sales Engage's Outlook Add-In for Outlook for Windows, Outlook for Mac, and Outlook Web Applications.

✈ Note

Access to the Office Store is required for installing the Outlook Add-In. If you don't see **the Office Store** as an option please contact your **Exchange Admin** or service provider for more information.

The Marketo Sales Engage Add-In requires support of API 1.3. For a list of Outlook versions and their supported API versions click here: https://docs.microsoft.com/en-us/office/dev/add-ins/reference/requirement-sets/outlook-api-requirement-sets.

You can read more about Microsoft Add-Ins here: https://docs.microsoft.com/en-us/exchange/clients-and-mobile-in-exchange-online/add-ins-for-outlook/add-ins-for-outlook

Install Instructions for Windows

1. Navigate to Outlook on your Windows device.

2. From here, click on the "Get Add-In's" button (far right – under the "Home" tab).
   a. If you do not have a 'store' button - you not be on the latest version of Outlook for Windows.
   b. Don't fret! Follow these steps to get updated:
      i. Go to the Help button (in the very top navigation, to the right of "Outlook")
      ii. Choose "Check for Updates" in the drop-down menu.
      iii. Update to the latest version of Outlook and go back to Step 2.

3. Then, click on "My add-In's" in the left hand navigation.

4. Then, scroll to the bottom to "Custom add-ins" and click "+ Add a custom add-in"

5. In the dropdown click "Add from URL…"

6. Paste this URL - http://tout-apps.s3.amazonaws.com/owa/manifest.xml

7. Once you've followed the install steps, you'll need to close Outlook and re-open it.

8. Then, you'll see two new Marketo Sales Engage buttons at the top of your Outlook client.

9. Click on the "Marketo Sales Engage" to Sign in to Marketo Sales Engage

10. You'll also be prompted to set up "ERT" - this will allow you to capture replies on your emails and get notified when a prospect replies via the Live Feed

11. To do this, insert your BUSINESS EMAIL and BUSINESS PASSWORD in Marketo Sales Engage.

12. Now, you're all set!

Install Instructions for Mac

1. Navigate to your application Outlook on your Mac

2. From here, click on the "Store" button in the header (far right - next to "Send and Receive")
   a. If you do NOT have a 'store' button - you are not on the latest version of Outlook for Mac.
   b. Don't fret! Follow these steps to get updated:
       i. Go to the Help button (in the very top navigation, to the right of "Outlook")
       ii. Choose "Check for Updates" in the drop-down menu
   c. Update to the latest version of Outlook and go back to step 2.

3. Then, Click on the grey text that says "Click here to add a Custom add-in".

4. Then, choose to "Add from URL".

5. Paste this URL - http://tout-apps.s3.amazonaws.com/owa/manifest.xml

6. Once you've followed the install steps, you'll need to close Outlook and re-open it.

7. Then, you'll see two new Marketo Sales Engage buttons at the top of your Outlook client.

8. Click on the "Marketo Sales Engage Panel" to Sign in to Marketo Sales Engage.

9. You'll also be prompted to set up "ERT" - this will allow you to capture replies on your emails and get notified when a prospect replies via the Live Feed.

10. To do this, insert your BUSINESS EMAIL and BUSINESS PASSWORD in Marketo Sales Engage.

11. Now, you're all set!

Install Instructions for Web Apps

1. Login to Office 365 Mail via OneLogin

2. Navigate to your "Settings" wheel - next to your name on the top right-hand corner

3. Click on "Mail" underneath "Your App Settings"

4. Then, open "General" on the left-hand side 5. Next, click on "Manage Add-Ins" (about 5 down on the list)

5. Then, click on the giant "+" button

6. Choose "Add from URL"

7. Paste this URL - http://tout-apps.s3.amazonaws.com/owa/manifest.xml

8. Navigate back to your inbox

9. Open the "Marketo Sales Engage" Panel

10. Click on the "Marketo Sales Engage" to Sign in to Marketo Sales Engage

11. You'll also be prompted to set up "ERT" - this will allow you to capture replies on your emails and get notified when a prospect replies via the Live Feed

12. To do this, insert your BUSINESS EMAIL and BUSINESS PASSWORD in Marketo Sales Engage

13. Now, you're all set!