Kylook Plug-In for Outlook 2007 & 2010 – Installation

This article describes how to download, install, uninstall, the Kylook Outlook Plug-In.

Important prerequisite

- You need a valid Kylook account,
- your Kylook **Kcode** and your password

Compatibility

The plugin is compatible with the following software:

- Operating System: Windows XP, Vista, and Windows 7 32-bit and 64-bit
- Microsoft Office 2010 32-bit and 64-bit. (Note: 64-bit requires registry update)

Download the installation file

1. Log-In into Kylook with your **Kcode** and password
2. You can find the Plug-In in the Menu "Download". Click on the Icon "Outlook", like pointed with the arrow in the screen shot
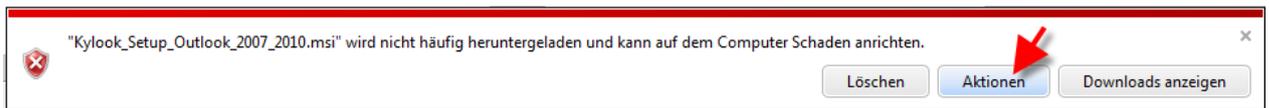
3. Click on "save" or "run / start"

Möchten Sie **"Kylook_Setup_Outlook_2007_2010.msi"** (1,22 MB) von **my.kylook.com** ausführen oder speichern?

| Ausführen | Speichern ▼ | Abbrechen |

4. If you see a warning like that :

"Kylook_Setup_Outlook_2007_2010.msi" wird nicht häufig heruntergeladen und kann auf dem Computer Schaden anrichten.

| Löschen | Aktionen | Downloads anzeigen |

- Please trust Kylook and click on Actions
- Then click on continue

5. After some seconds or minutes (depending on your bandwidth) the file will be saved on your computer

SmartScreen-Filter - Windows Internet Explorer

Das Programm kann auf dem Computer Schaden anrichten.

Herausgeber: Unbekannt
Name: Kylook_Setup_Outlook_2007_2010.msi

Der SmartScreen-Filter hat gemeldet, dass dieses Programm nicht häufig heruntergeladen wird und nicht vom Autor signiert ist.

Wenn Sie das Programm unaufgefordert, in einem Link oder in einer Anlage erhalten haben, deutet dies möglicherweise auf den Versuch hin, Sie zu täuschen. Es wird daher empfohlen, das Programm zu löschen.

→ Programm nicht ausführen
   (empfohlen)

→ Programm löschen

→ Trotzdem ausführen

Installing the Kylook Outlook 2010 Plug-In

1. Double click the file. >> the name is like "Kylook_Setup_Outlook_2007_2010.msi"
2. Click "Install"
3. Follow the steps of the Installation Wizard
4. After completed, close Outlook (in case was open).
5. Start Outlook.

Outlook 2007: if the Kylook plugin is **not shown on Outlook**, the following alternatives may help you to solve this problem:

• Likely a runtime piece of software is missing in your MS-Office software. Please download and install this from Microsoft: http://support.microsoft.com/kb/2525428/en.

• if still not working the only way will be uninstall Office and re-install, which of course we do not recommend.
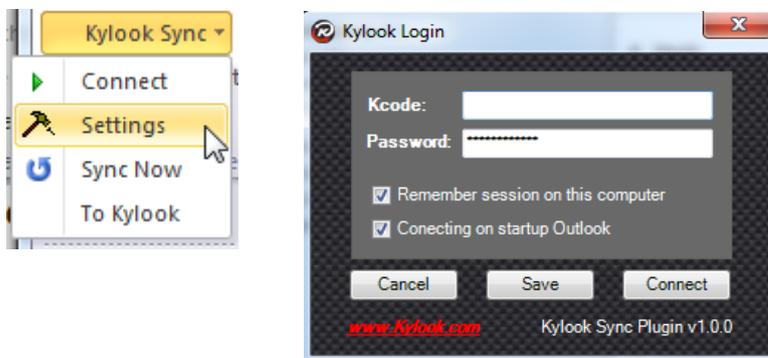
Using the Kylook Outlook 2007 & 2010 Plug-In

You will find the Kylook PlugIn in the Add-Ins menu

1. Initial Configuration
    Click on settings and enter any of your **Kcodes** and your password

    We recommend enabling: "Remember session on this computer" and "connecting on startup Kylook"

    Click on "**save**" and then on "**Connect**"

2. The sync process start. This could take some minutes depending on:

    *   Quantity of contacts
    *   How many of these have a picture and
    *   your bandwidth

3. After that a real two ways sync will be activated

    *   Changes on your **Kylook** address book will be updated in few seconds into your **Outlook** address book
    *   Changes on your **Outlook** address book will be updated in 2 minutes into your **Kylook** address book.

        Q: Why takes 2 minutes from Outlook to Kylook and only few seconds from Kylook to Outlook?

Kylook >> Outlook: Kylook implemented an innovative process to send the changes to the Kylook-Plugin in few seconds

Outlook >> Kylook: Outlook don't inform to the Kylook-PlugIn about changes, the Kylook-PlugIn scan each 1,5 minutes the contacts and look for changes. Scanning each 1,5 minutes don't impact the computer performance and the user will not see any disadvantage.
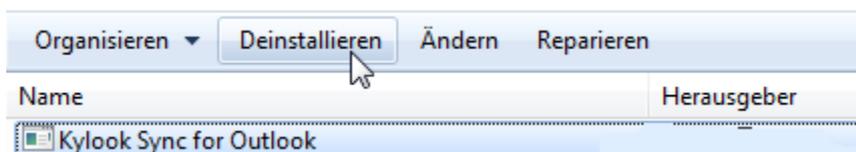
Hint: If you need to accelerate the Sync from Outlook to Kylook, you can click on the button "Sync now"

Uninstalling the Kylook Outlook Plug-In

You only need to follow the standard Windows Uninstall process

1. Close Outlook.
2. From Start Menu, Select " "Control Panel \ Programs \ Programs and Features"".
3. Double Click on the Kylook-PlugIn

4. Select "uninstall"
5. Open Outlook. The "Kylook PlugIn" tab should no longer be visible.

In case of any suggestions or questions, please don't hesitate to contact us. support@kylook.com .