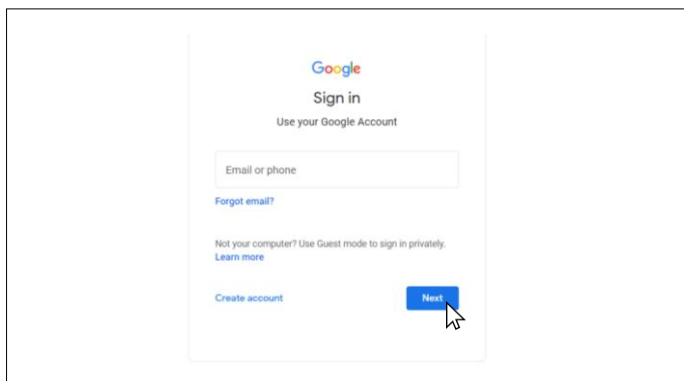
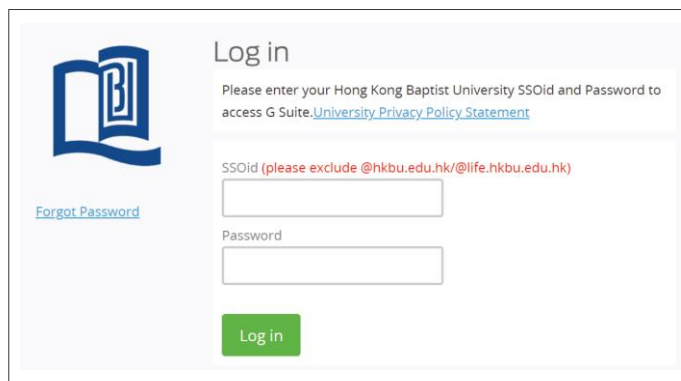


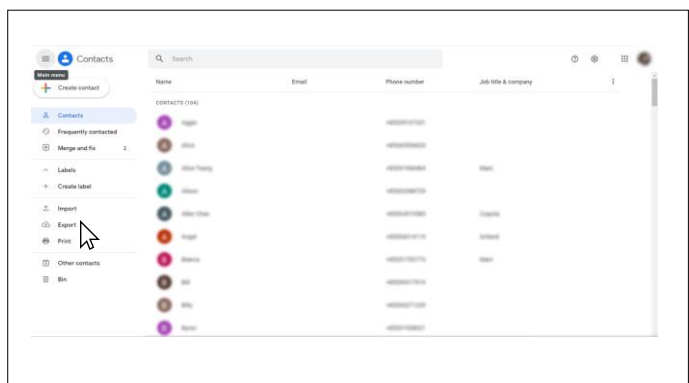
Google Contacts to Outlook Migration Guide



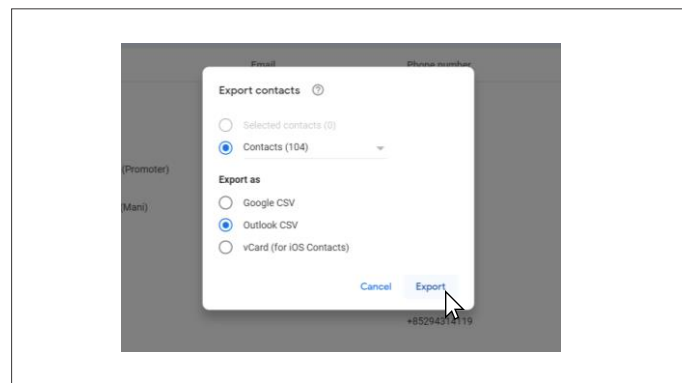
1 Log on the **Google Contacts** (<https://contacts.google.com>) and log in by your Google account email address. Then click 'Next'.



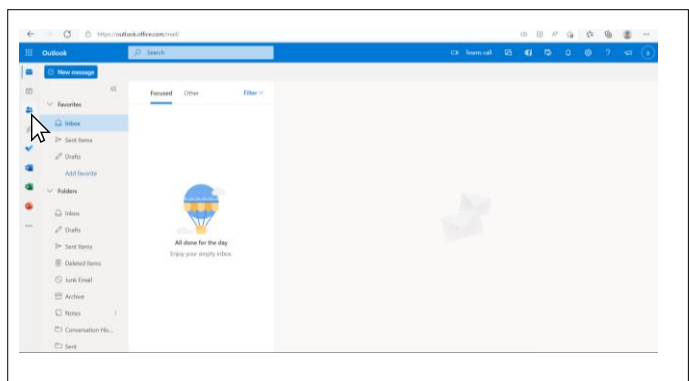
2 For security reasons you will be prompted to confirm your identity via 2FA. Follow the on-screen instructions to proceed.



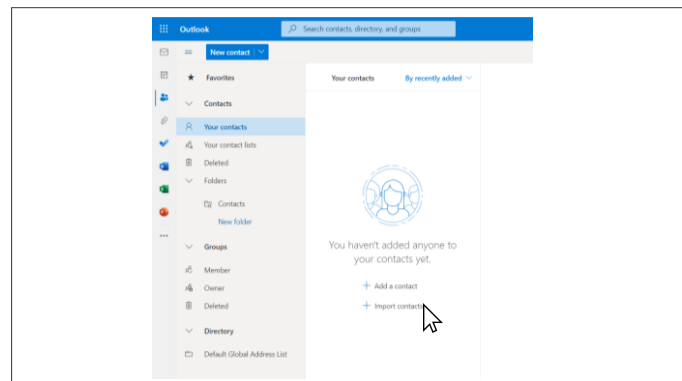
3 After logging in Google Calendar, click 'Export'.



4 Choose 'Contacts' and export as 'Outlook CSV', then click 'Export'. The csv file will start downloading to your 'Download' folder.

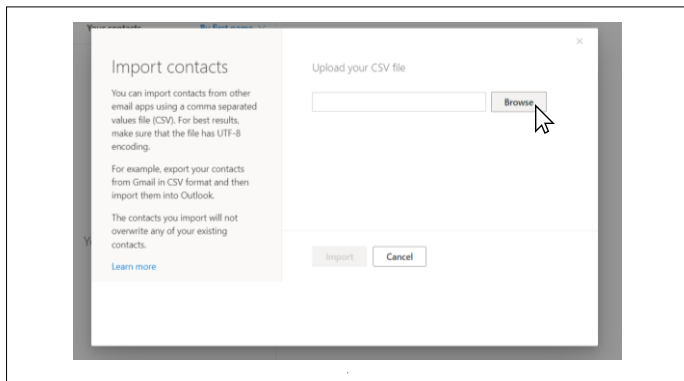


5 Sign in **Outlook** (<https://outlook.com>) and select 'People icon'.

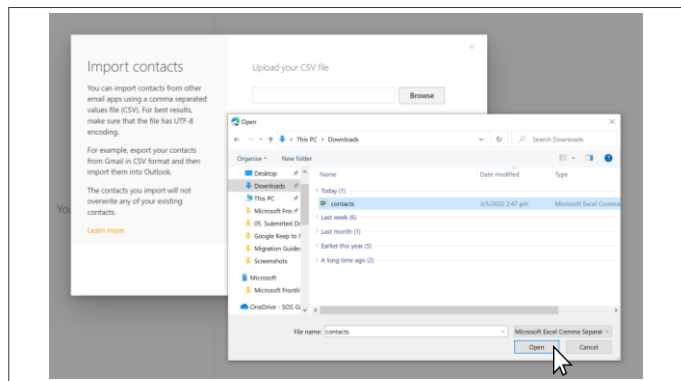


6 Select '+ Import Contacts'.

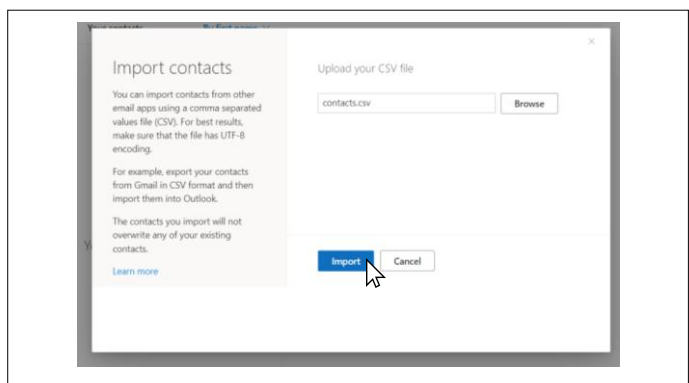
Google Contacts to Outlook Migration Guide



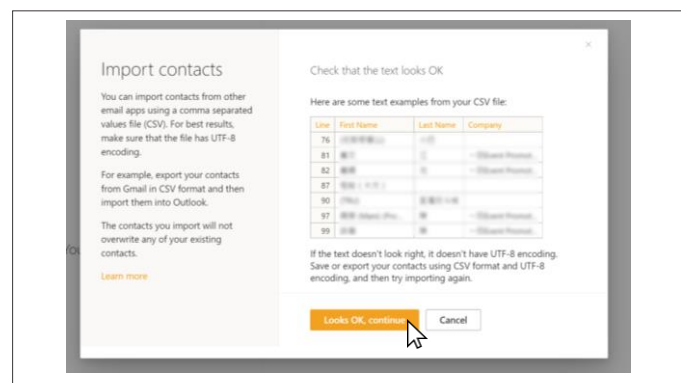
7 Click 'Browse'.



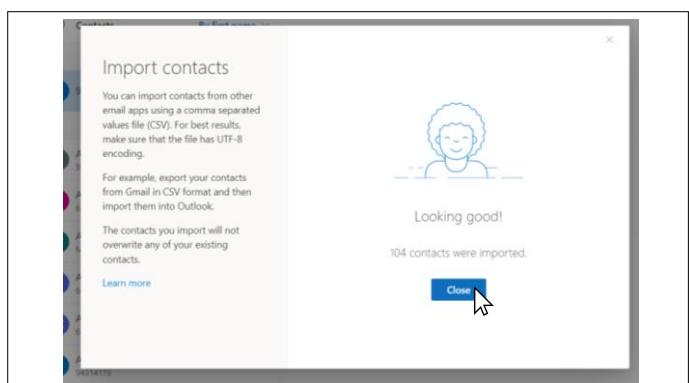
8 Select the 'contact.csv' from 'Download' folder, then click 'Open'.



9 Click 'Import'.



10 Click 'Looks OK, continue'.



11 Click 'Close' to complete the Import contacts.