

# Install Infusionsoft Sync For Outlook

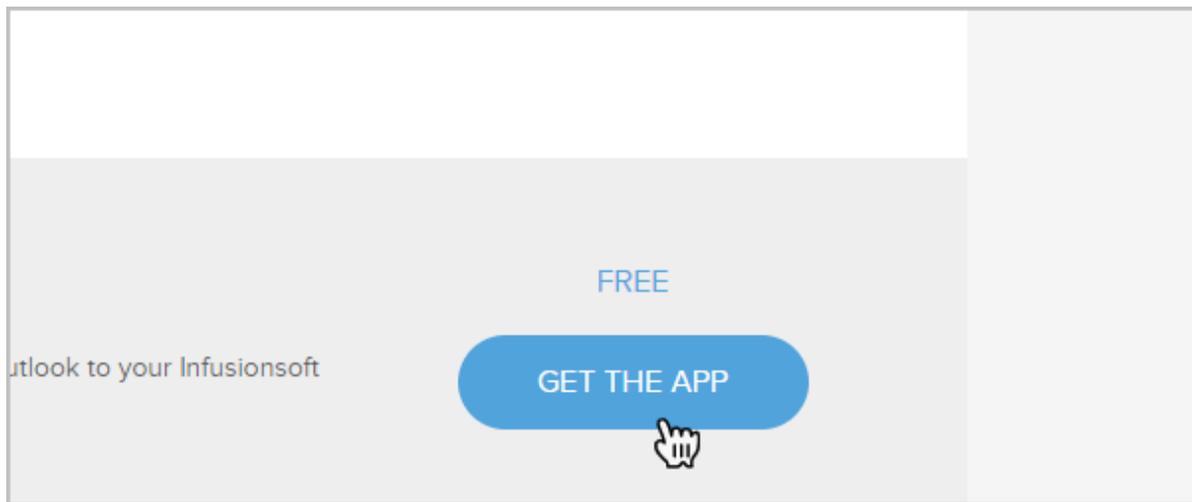
Note that this is not compatible with Outlook for Mac

**Important!** We strongly recommend using the new [Email Sync](#) tool that is built-in to Infusionsoft and automatically syncs either an Outlook or Gmail account with your Infusionsoft application.

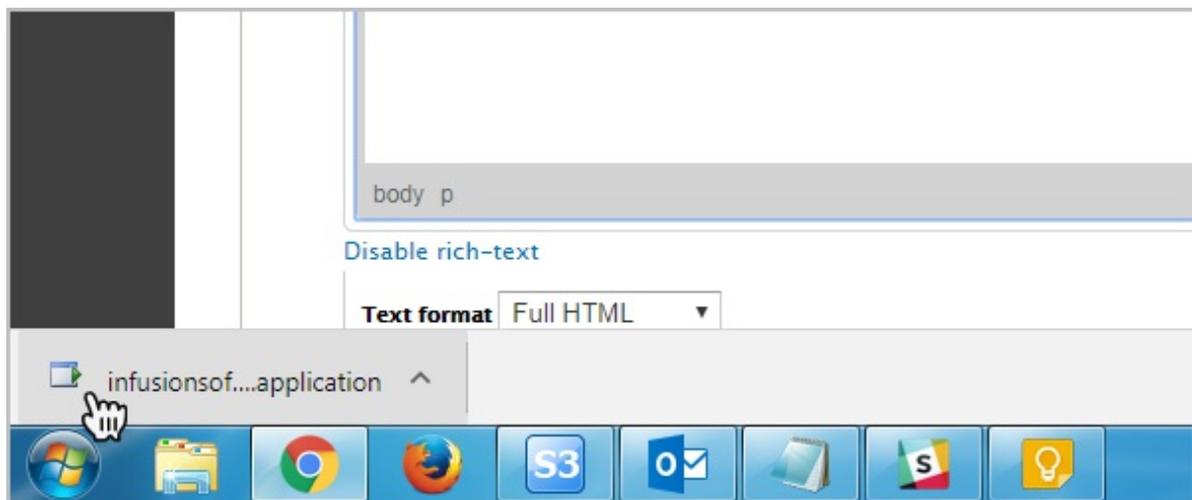
With the plugin, you will be able to do the following from Outlook:

- View contact information stored in Infusionsoft
- Add a new person to Infusionsoft
- Apply or Remove [Tags](#) from an Infusionsoft contact record
- Start or Stop a Follow-Up Sequence for an Infusionsoft contact
- Record email communications to Infusionsoft
- Schedule Tasks and Appointments in Infusionsoft

1. Before beginning the installation process, be sure to close Microsoft Outlook.
2. [Click here](#) to access Infusionsoft Sync for Outlook in the marketplace.
3. Click the **Get the App** button at the bottom of that page.



4. Follow the instructions on the page to download the Outlook Plugin.
5. Run the application to install the plugin to your computer



6. Once the installation is complete, Open Outlook to begin using the Infusionsoft Sync sidebar
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