



# SambaXP Conference April 7-8, 2025

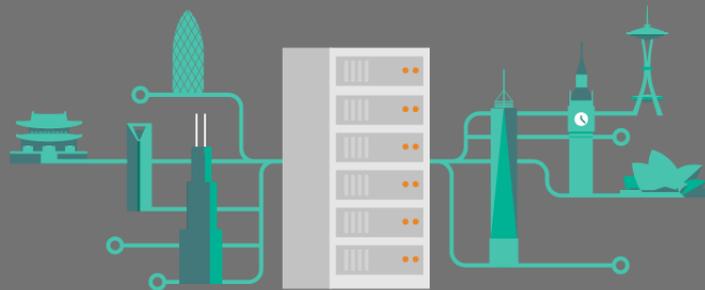
## Microsoft Interoperability Track



# New Outlook for Windows. Overview

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# Agenda

- What is New Outlook for Windows?
- Key Features
- New vs. Classic
- Roadmap
- Resources

# What is the New Outlook?

- New desktop email client for Windows with latest features, Microsoft Copilot-assisted capabilities, and a new *modern and simplified design*.
- Same codebase as Outlook Web App with extended set of features and significant *feature parity* with classic Outlook for Windows Desktop.
- Included for free with Windows, replacing Windows Mail and Calendar apps.
- Allows you to access multiple inboxes and calendars in one app. Switch between *various email accounts*, including Office 365, Outlook.com, Gmail, Yahoo!, iCloud, etc.

# Key Features Highlights



# Multiple Accounts and AI

- Streamlined email & calendar in one app
  - Add accounts and see all calendars in one view
  - Toggle between accounts to see emails and contacts
- Write better emails with AI
  - Advanced AI writing tools provide suggested refinements for clarity, conciseness, inclusive language and more

# Intelligent tools to keep you organized

- My Day view
  - See upcoming calendar events and tasks anywhere in Outlook
- Pin emails to the top of your inbox
- Snooze emails to temporarily hide them and then have them reappear when you're ready to respond
- Get reminders to follow up on important conversations
- Access and attach OneDrive files right from your inbox

# Advanced Email Handling

- Schedule emails to be sent and delivered at the best time for the recipient
- Undo a sent email within ten seconds
- Use sweep function to clean up your inbox quickly
  - Works by setting advanced inbox rules for incoming emails

# Customize your inbox

- Choose from over 50 themes and 150+ fonts
- Customize your view with roomy, cozy, and compact options
- Highlight important emails in Inbox using colors
  - Similar to Classic Outlook
    - Email sent directly To you or CC you
    - From certain people
    - With specific words in the subject

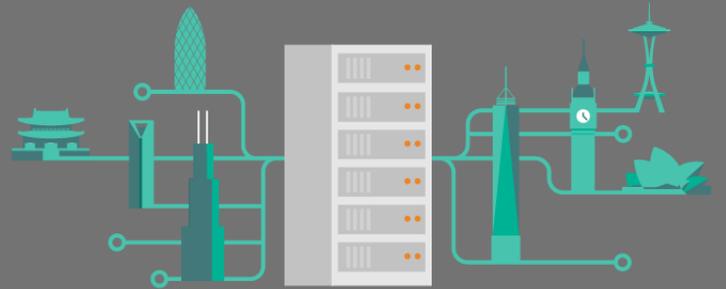
# Security

- End-to-end message encryption for Microsoft email accounts
- S/MIME support
- Spam and malware filtering
- Data Loss Prevention and more...

# Standards Support

- Formal implementation details for IMAP, ICAL and POP3 protocols in new Outlook for Windows are published as part of Microsoft Open Specifications.
  - [\[MS-STANOIMAP\]: Outlook Internet Message Access Protocol \(IMAP\) Standards Support | Microsoft Learn](#)
  - [\[MS-STANOICAL\]: Outlook iCalendar Standards Support Version 2 | Microsoft Learn](#)
  - [\[MS-STANOPOP3\]: Outlook Post Office Protocol Version 3 \(POP3\) Standards Support | Microsoft Learn](#)

# New Outlook vs. Classic



# Features and Comparison

- The following slides list features and provide a comparison between Classic and New Outlook
- Legend:
  - Yes** – Available
  - No** – Not Supported
  - Partial** – Partially implemented
  - Planned** or **Upcoming** – feature is coming soon
  - Investigating** (or “Investig.” for short) – under consideration

# Account Support

Feature	Classic	New
Work or school account (Office 365 / Entra ID)	Yes	Yes
Microsoft accounts (outlook.com, hotmail.com)	Yes	Yes
Gmail	Yes	Yes
iCloud	Yes	Yes
Yahoo	Yes	Yes
Exchange Server (on-prem)	Yes	Via IMAP, limited functionality
IMAP	Yes	Yes
POP	Yes	Yes
Shared mailbox / shared folders	Yes	Partial
Multiple mail profiles	Yes	Planned

# Security and Compliance

Feature	Classic	New
Continuous access evaluation (CAE)	Yes	Yes
Data Loss Prevention (DLP)	Yes	Yes
Purview Message Encryption	Yes	Yes
S/MIME	Yes	Yes
Sensitivity labels	Yes	Yes
Mandatory labeling	Yes	Yes
Report phishing or junk	Yes	Yes
Block sender	Yes	Yes

# Mail Features

- The most popular features are supported by both Outlook applications
- More features are coming to New Outlook to enhance feature parity
- Some features are unique to New Outlook
  - Undo send
  - Category Favorites
  - Snooze, Sweep and more



# Mail Features Comparison

Feature	Classic	New
Copilot	Partial	Yes
.eml file support	Yes	Yes
.msg support	Yes	Partial
.oft file support	Yes	Partial
Sensitivity labels	Yes	Yes
Mail tips	Yes	Yes
Link previews and permissions	Yes	Yes
Focused inbox	Yes	Yes

Feature	Classic	New
Rules	Yes	Partial
Quick Steps	Yes	Partial
Ignore conversations	Yes	Yes
Snooze	No	Yes
Sweep	No	Yes
Conditional formatting	Yes	Partial
Pin messages	No	Yes
Category favorites	No	Yes
Category colors	Yes	Yes

# Mail Features Comparison (slide 2)

Feature	Classic	New
Loop components	Yes	Yes
Undo send	No	Yes
Delay send rule	Yes	Investig.
Resend message	Yes	Yes
Message Recall	Yes	Partial
Mail merge	Yes	Partial
Reactions	Yes	Yes
Auto capitalization and auto correct	Yes	Yes

Feature	Classic	New
Text predictions	Yes	Yes
Check Spelling before send	Yes	Yes
Signatures	Yes	Yes
Dictation	Yes	Yes
Picture formatting	Yes	Yes
Inking (Draw tab)	Yes	Yes
Quick Parts	Yes	Investig.
Voting buttons	Yes	No

# Calendar Features

- Very advanced Calendar support in New Outlook
- Some features are unique to New Outlook and not present in Classic.
  - Filter Calendar view by category, event type, and more
  - Preserve declined meetings
  - Edit this and all following events in a series
  - In-person events, and more

# Calendar Features Comparison

Feature	Classic	New
.ics file support	Yes	Yes
.hol file support-holidays	Yes	Investig.
Meeting insights	Partial	Yes
Meeting recap	No	Yes
Sensitivity labels	Yes	Yes
Delegate access	Yes	Yes
Group calendars	Yes	Yes
Keep email in the inbox after RSVP	Yes	Planned
In-person events	No	Yes

Feature	Classic	New
Follow meetings	No	Yes
Work hours and location	Partial	Yes
Edit this and all following events in a series	No	Yes
Auto-decline if busy	Yes	Planned
Shortened meetings	Yes	Yes
Category colors	Yes	Yes
My Day / To-do bar	Yes	Yes
3-day calendar view	Yes	Yes
Keep declined meetings	No	Yes

# Other Feature Categories

- Small differences in both implementations
- Unique features in New Outlook, see comparison slides below

# Copilot

Feature	Classic	New
Copilot application	Yes	Yes
Chat with Copilot	No	Yes
Draft with Copilot	Yes	Yes
Summarize an email thread	Yes	Yes
Coaching by Copilot	Yes	Yes
Apply coaching suggestions	Planned	Yes
Schedule a meeting with Copilot from an email thread	No	Yes

# Application Framework

Feature	Classic	New
Mail, Calendar and Tasks modules	Yes	Yes
Notes module	Yes	Partial
Themes	Partial	Yes
Dark mode	Yes	Yes
Virtual Desktop Support	Yes	Yes
Offline support	Yes	Partial
.PST support	Yes	Partial
Settings ( <a href="#">Import settings and install add-ins in New Outlook</a> )	Yes	Yes
LDAP Support	Yes	No

# People Features

Feature	Classic	New
Global Address List	Yes	Yes
Contacts / People	Yes	Yes
Address book	Yes	Partial
Favorite contacts	Yes	Yes
Contact Categories	No	Yes
Contact Lists	Yes	Yes
Distribution groups management	Yes	Partial

# Folders

Feature	Classic	New
Favorite folders	Yes	Yes
Search folders	Yes	Partial
Public folders	Yes	Partial
Online archive	Yes	Yes
Favorite groups, people, categories	No	Yes
Favorite shared folders	Yes	Planned
Folder reorder	Yes	Planned
Pin favorites at the top	Yes	Planned
Account reorder	Yes	Investig.

# Search

Feature	Classic	New
Search settings (folder scopes, top results, etc.)	Yes	Yes
Online archive search results in primary mailbox	No	Yes
Calendar answers	No	Yes
File answers	No	Yes
Refiners	No	Yes
Top Results	Yes	Yes

Feature	Classic	New
Search file suggestions	Yes	Yes
Search mail suggestions	Yes	Yes
Search calendar suggestions	Yes	Yes
File tab	No	Yes
Teams Tab	No	Yes
Speller suggestions	Yes	Yes

# Extensibility

Feature	Classic	New
Web add-ins support in primary accounts	Yes	Yes
Web add-ins support in secondary accounts	Yes	Yes
Web add-ins support in 3rd-party accounts (Gmail, Yahoo, iCloud)	No	No
COM add-ins	Yes	No
Outlook Object Model (OOM)	Yes	No
Content forms	Yes	No
Messaging Application Programming Interface (MAPI)	Yes	No
Spam reporting, phishing, and smart alert improvements (1.14 APIs)	Planned	Planned

# Teams Integration

Feature	Classic	New
Presence indicators in Sender and recipients	Yes	Yes
Meeting chat	No	Yes
Reply by chat	Yes	Upcoming
Share to Teams	Yes	Yes

# Roadmap



# Roadmap for Upcoming Features

- The following slides list only some important upcoming features
  - There are many more features for new Outlook for Windows on the M365 Roadmap
- Rollout is typically slow and can take weeks and months

# Copilot

Feature	Rollout Start
<p><b>Prioritize my inbox by Copilot</b></p> <p>Prioritize my inbox by Copilot marks high priority mails in your inbox and provides a short summary of the mail's importance in the message list and the reading pane. Mails can be sorted and filtered by Copilot's priority.</p>	April 2025
<p><b>Summarize email attachments with Copilot</b></p> <p>You will now be able to summarize PDF, Word, and PowerPoint email attachments with Copilot</p>	April 2025

# Accounts

Feature	Rollout Start
<p><b>Shared Mailboxes as Accounts</b></p> <p>Shared Mailboxes can be added as Accounts in the new Outlook for Windows. The Shared Mailbox will appear at the Account Level in the Folder list.</p>	June 2025
<p><b>Online archive for shared mailboxes</b></p> <p>Online archive mailboxes will appear in the folder pane alongside other accounts, making it easier to access archived content for shared mailboxes.</p>	April 2025

# Mail Features

Feature	Rollout Start
<p><b>Open Attachments while offline</b></p> <p>You will now be able to open and save attachments from your email without an internet connection.</p>	March 2025
<p><b>Mail Merge (Advanced)</b></p> <p>When Mail Merge (Advanced) is launched, not only will every recipient receive their own email with only their email address in the recipients list, but the emails can further be personalized to include content such as their name.</p>	April 2025

# People Features

Feature	Rollout Start
<p><b>People Hub Improvements</b></p> <p>People Hub offers a streamlined contacts interface with a single view of each person, automatically linking duplicates and enriching them with organizational profiles.</p>	April 2025
<p><b>"External" tag in contact suggestions</b></p> <p>An "External" tag will be added to contact suggestions that appear in the dropdown when entering contacts in the email compose form.</p>	April 2025

# Some other Mail and Calendar Updates

Feature	Rollout Start
<p><b>New RSVP settings</b></p> <p>Two new settings to improve the user experience when responding to meeting invitations:</p> <ol style="list-style-type: none"><li>1. Do not delete invitation email after RSVPing</li><li>2. Auto-decline if the attendee's calendar shows as busy</li></ol>	March 2025
<p><b>Reply To header</b></p> <p>Users will be able to toggle a "Reply to" field in the email compose form, which will allow them to add one or multiple addresses which will be used as the recipients for any replies to that message.</p>	April 2025

# Resources



# Links to Resources

- [The New Microsoft Outlook for Windows | Microsoft 365](#)
- [New and classic Outlook for Windows feature comparison - Microsoft Support](#)
- [Microsoft 365 Roadmap | Microsoft 365](#)
- [Exchange Server and Outlook Standards Support | Microsoft Learn](#)

# Thank You

