OWA Light Set UP

Open your Outlook Web Access (OWA) and click the “Setting” gear wheel:
A drop down menu will appear and then you will need to click “Display settings.”
The display setting will appear and you will need to click on “Outlook Web App version.”

The display settings screen will appear for OWA version. You will need to check mark the empty box next to, “Use the light version of Outlook Web App.” Then click “OK.”

You will now close out of OWA and sign back in. This will make the changes.