

New Microsoft Outlook being forced from January, what you need to know



Microsoft's about to switch over users to a fresh version of Outlook for Windows, and starting 6 January 2025 (with Enterprise licensed users following on 1 April 2026), users will start seeing prompts nudging them into the new look and feel. It's a upgrade, but we get it—not everyone's eager to dive in headfirst.

Right out of the gate, every user on Business Standard and Business Premium will get a friendly push to the new Outlook in January 2025. But if that feels a bit too soon, you can dial things back. Users can toggle back themselves by heading into Outlook Options, General and switching off the new experience. That's the quick fix if a handful of people need it.

If you need a more systematic approach, something that covers everyone at once without all those one-by-one toggles, here's the technical lowdown you've been waiting for:

Adjust the registry on each user's machine:

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```
[HKEY_CURRENT_USER\Software\Policies\Microsoft\Office\16.0\Outlook\Preferences]
"NewOutlookMigrationUserSetting"=dword:00000000
```

This prevents the switch from happening. Another tweak hides the "New Outlook" toggle, so users can't flip it themselves:

Copy code

```
[HKEY_CURRENT_USER\Software\Microsoft\Office\16.0\Outlook\Options\General]
"HideNewOutlookToggle"=dword:00000001
```

Group Policy and Cloud Policy

Download the latest Group Policy templates and roll out these settings organisation-wide. If your devices aren't domain-joined, no problem—Cloud Policy in the Microsoft 365 Apps admin centre lets you set a similar guardrail centrally.

Intune Configuration

Managing devices with Intune (a.k.a. Microsoft Endpoint Manager)? Perfect. Just create a configuration profile to control this migration:

Policy Name: Admin-Controlled Migration to New Outlook

Value: Disabled

With that in place, users you manage won't budge until you're good and ready.

When should you move?

1. When you have finished briefing your IT support staff,
2. When you have updated your internal wikis and step-by-step guides,
3. When you have tested those integrations that make your business run.

[Checkout the Feature comparison here >](#)

Need a hand?

If you're feeling a unsure about registry paths, policy configurations, or the best route to take, just ask. We're here to chat through the details, help you fine-tune your approach, and make this transition feel less pressured.

The new Outlook is coming, but you've got all the tools you need to manage the rollout your way. With a bit of forethought (and maybe a tweak or two), you'll be ready to give your users the smooth, supported experience they deserve.

Happy New Year!

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