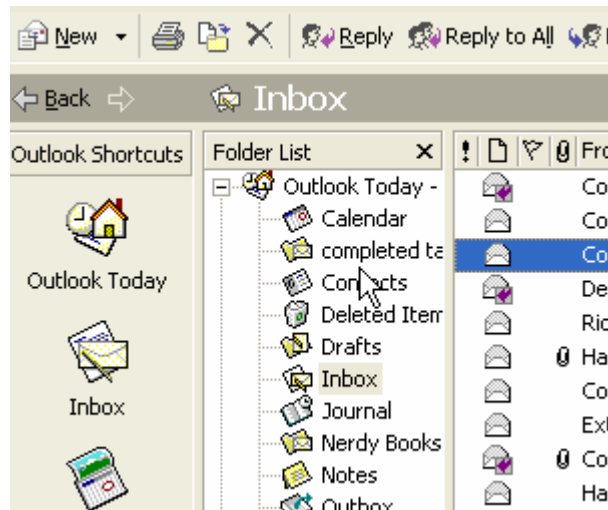
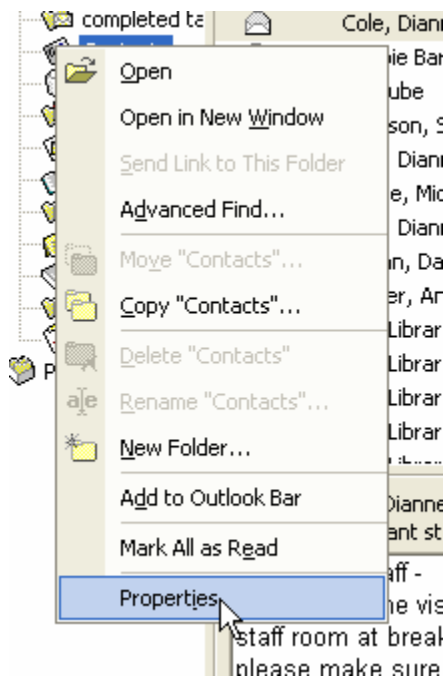


How to see personal email contact list

1. Open Outlook:



2. Right click on Contacts then properties

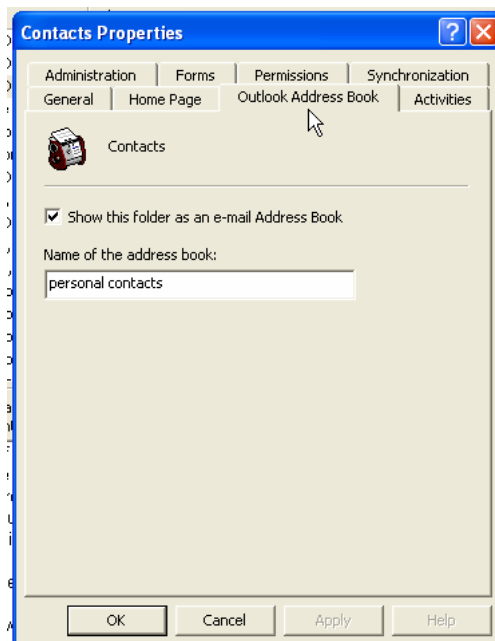


3. Click on Outlook Address Book Tab,

4. Check box for show the folder as an e-mail Address Book

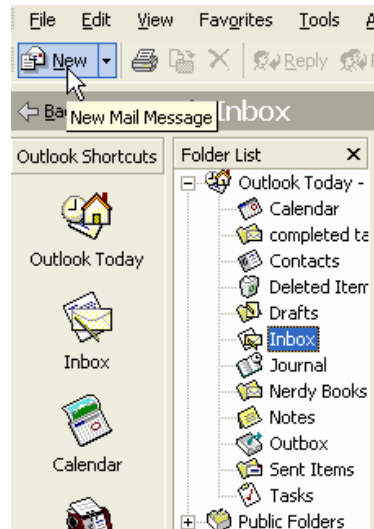
5. Name the address book

6. Click OK

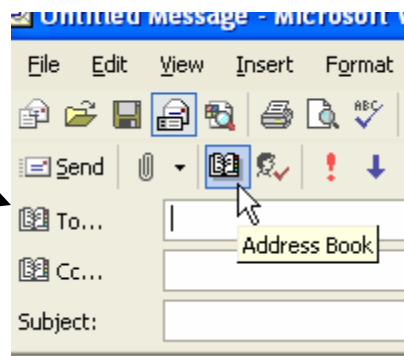


When creating a new e-mail

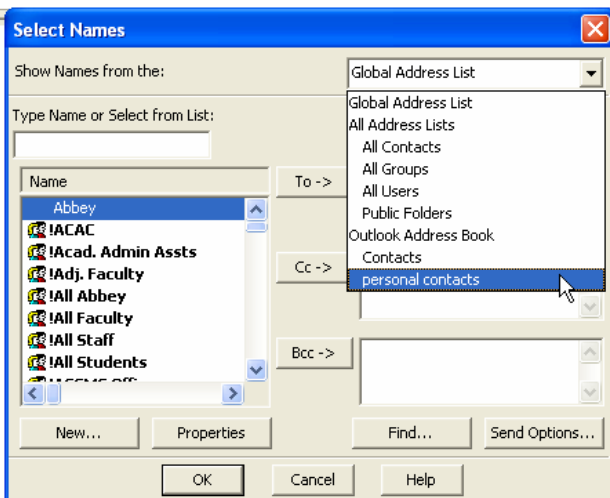
7. Click on Inbox then New:



8. Click on address book icon:
(Or click on the To... button)



9. Select address book from dropdown list



10. Select name from list

