

See your Inbox and Calendar at same time

Brought to you by
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SITUATION/QUESTION:

Sometimes I want to see my Inbox and Calendar at the same time.

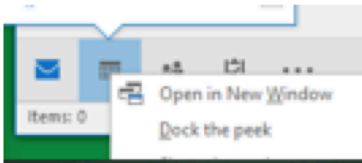
Can I?

SOLUTION/ANSWER:

Yes.

In Outlook, on the lower left corner:

RIGHT click on the calendar icon and choose "Open in New Window"



Was this helpful? Do you have suggestions for a future Tip of the Week? Do you have any other comments?
Let us know at dopmHelp@uabmc.edu

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