


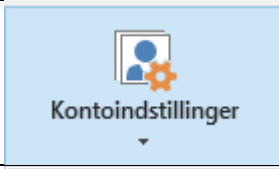
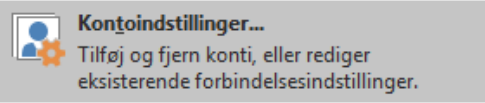
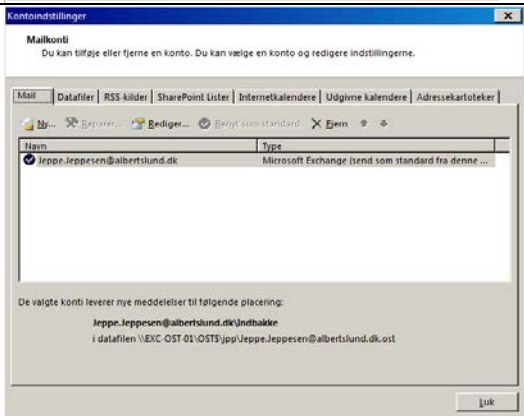
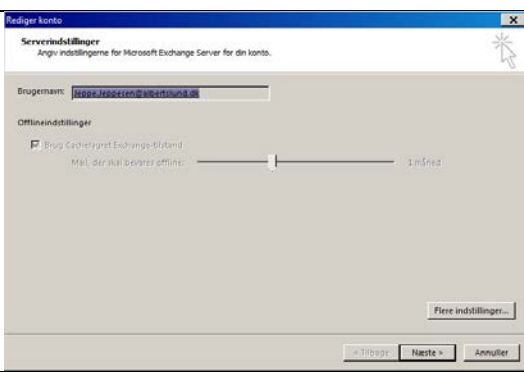
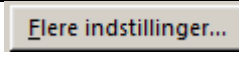

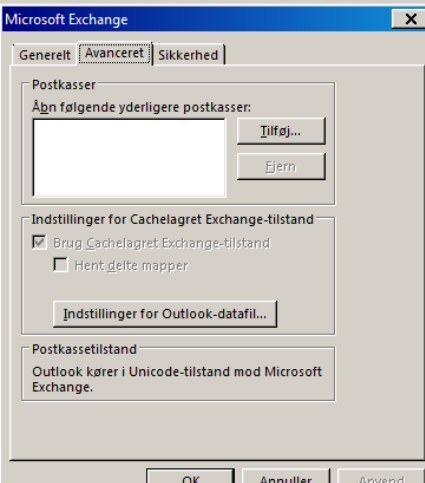
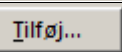
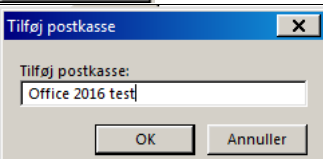
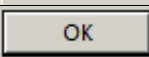
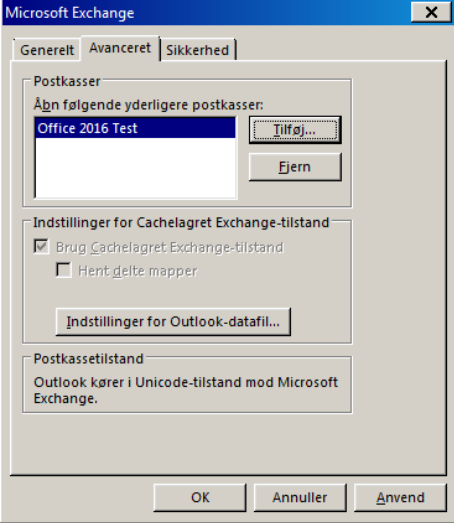
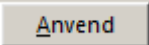
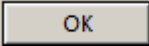
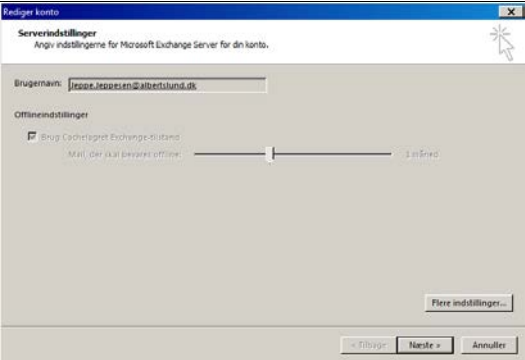
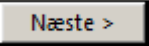
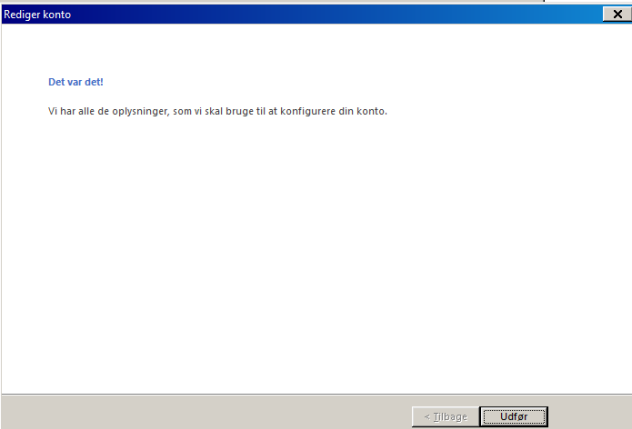
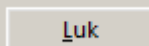


Outlook – tilføj anden postkasse i navigationsruden		
Fase	Forklaring	Navigation
Åben	Åben Outlook	
	Klik på Filer	
	Klik på Oplysninger	
	Klik på Kontoindstillinger	
	Vælg underpunktet kontoindstillinger	
	Skærbilledet kontoindstillinger åbnes	
	Dobbeltklik på din mailadresse	
	Skærbilledet Rediger Konto åbnes	
	Klik på knappen Flere Indstillinger	

	Skærbilledet Microsoft Exchange åbnes	
Skift faneblad	Klik over på faneblad Avanceret	
	Klik på tilføj	
	Tilføj Postkasse (Skriv postkasse navn)	
	Klik på OK	

	Tjek at den tilføjede postkasse står i boksen	
	Klik på anvend	
	Klik på OK	
	Du kommer nu retur til skærbilledet rediger konto	
	Klik på Næste	
	Guiden afsluttes	
	Klik på udfør	
	Klik på Luk	
	Postkassen er nu tilføjet	
Version 1	15. september 2016	JPP