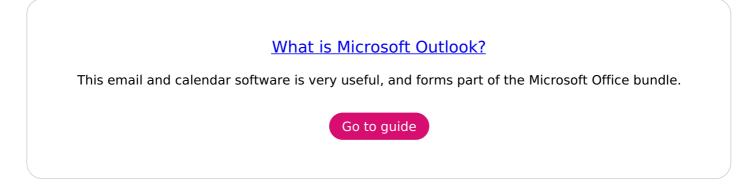


Microsoft Outlook

Microsoft Outlook is Microsoft Office Suite and is most commonly used as an email application. It also includes: calendar, task manager, and contact manager functions.



Emails and data protection

This European Union provides guidance on emails in relation to the GDPR data protection laws.

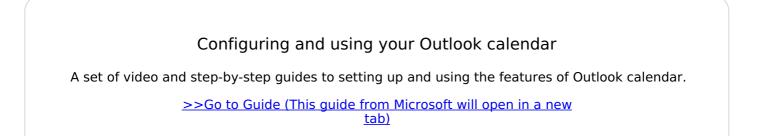
>So to Guide (This guide from the European Union will open in a new tab)

This link will take you to information on a different website. Digital Unite have selected this information for inclusion because it is up-to-date, relevant and easy-to-understand.

Tips for managing your Outlook inbox

Learn about features of Outlook that can help your inbox stay organised!

Go to guide

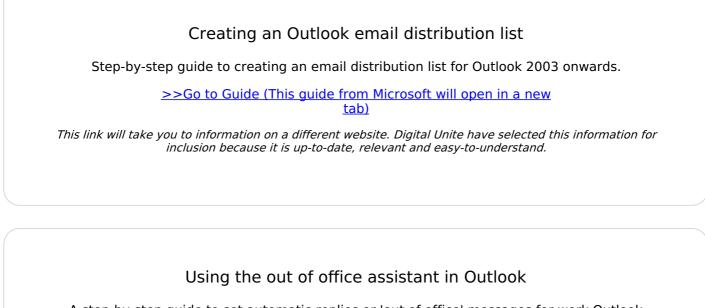


This link will take you to information on a different website. Digital Unite have selected this information for inclusion because it is up-to-date, relevant and easy-to-understand.

Setting up an Outlook account on a mobile device

Step-by-step instructions for adding an Outlook account to your mobile device (Android or IOS)





A step-by-step guide to set automatic replies or 'out of office' messages for work Outlook (exchange) accounts.

> >>Go to Guide (This guide from Microsoft will open in a new tab)

This link will take you to information on a different website. Digital Unite have selected this information for inclusion because it is up-to-date, relevant and easy-to-understand.



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