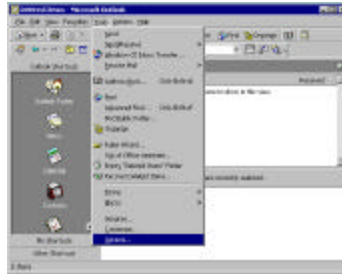
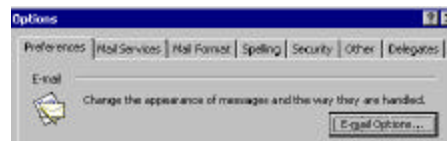


Turning on the e-mail notification feature.

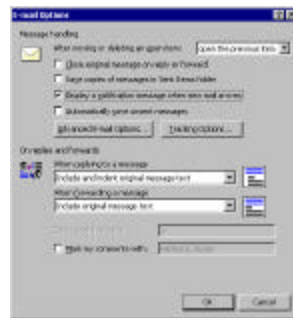
Step 1: From within Outlook, Click on **T**ools and **O**ptions.



Step 2: In the **O**ptions menu, click on **E-mail Options**.



Step 3: Click in the **D**isplay a **n**otification message when new mail arrives.



Step 4: Click on **OK** to accept the changes and **OK** to exit the **O**ptions menu.

When e-mail arrives, a pop-up e-mail notification will appear.

