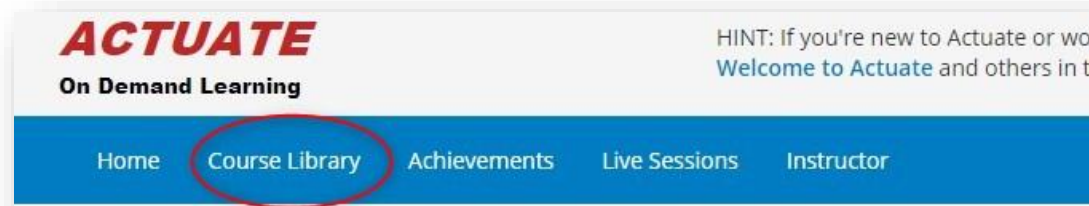# **OUTLOOK** QUESTIONS?

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1. Open Actuate from your Okta page and select Course Library.
2. Type *Outlook* into the Search bar.

- ➢ Webinar: Notes to Outlook (50 min)
- ➢ Webinar: Advanced Email Management (50 min)
- ➢ Webinar: Effective Time Management (50 min)
- ➢ Outlook Quick Start Desktop (15 min)
- ➢ Outlook Quick Start Web App (15 min)
- ➢ Outlook Desktop- Searchable extensive course
- ➢ Outlook Webb App- Searchable extensive course

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