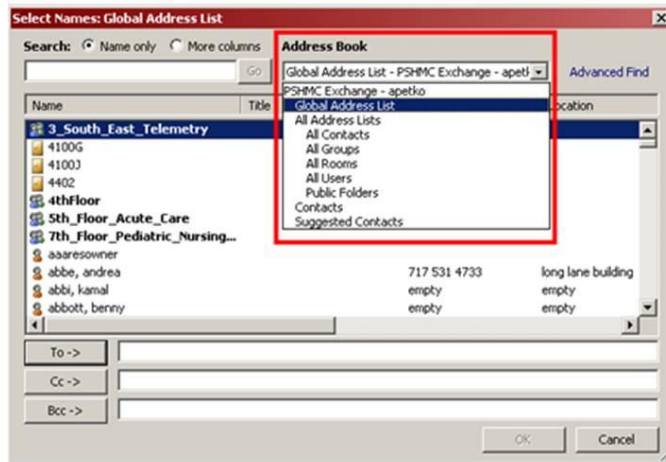


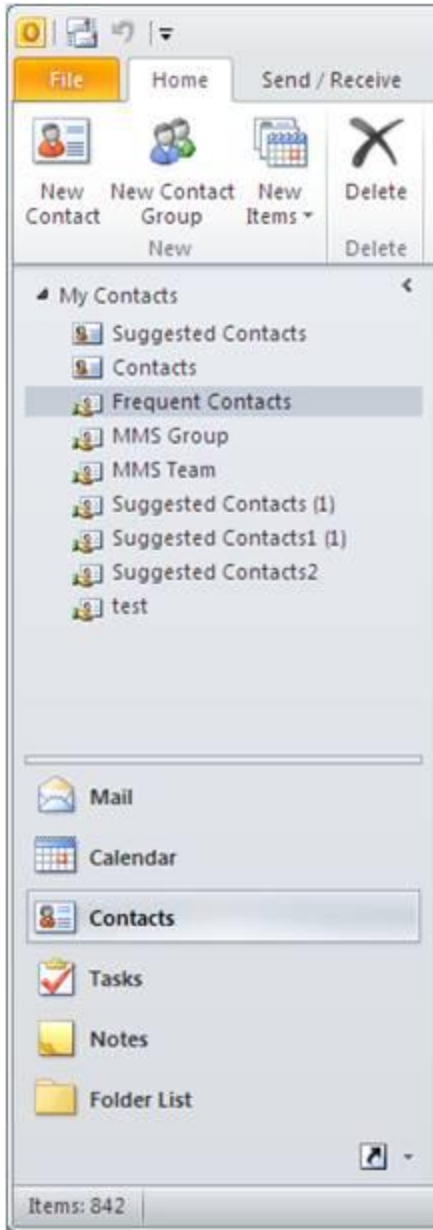
Adding Frequent Contacts to Address Book Options

If your Address Book option doesn't include your Frequent Contacts, you can add the Frequent Contacts to the list following the steps below...

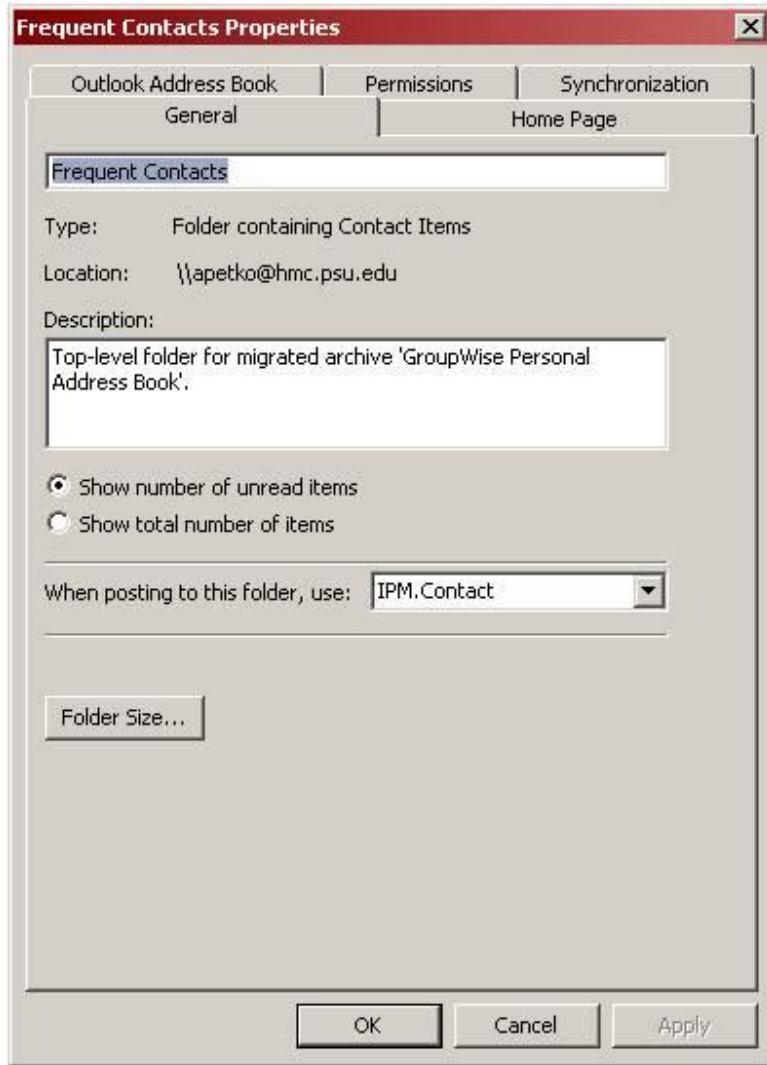
1. Check the **Address Book** to verify the *Frequent Contacts* are missing.



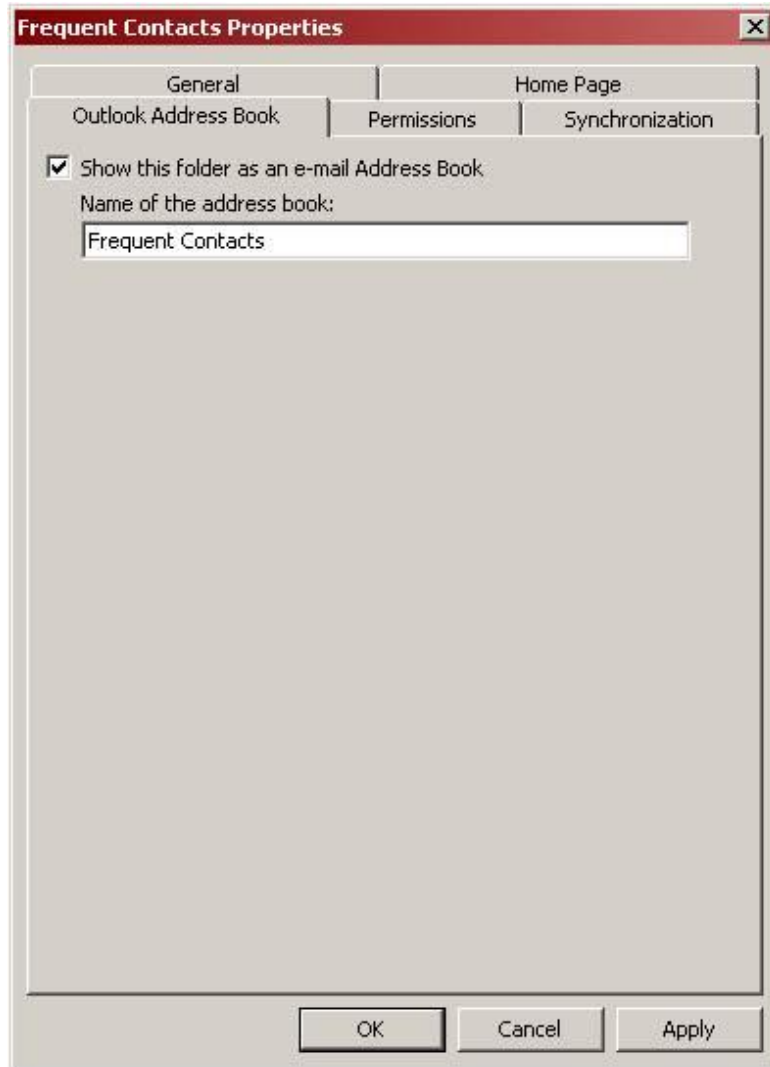
2. If missing, we can add them. From the Home tab in Outlook, Select **Contacts** (or Ctrl+3). Then, under **My Contacts**, Right-Click **Frequent Contacts**. Select **Properties**.



3. The **Frequent Contacts Properties Dialog Box** opens. Select the **Outlook Address Book tab**.



4. If the checkbox for "Show this folder as an e-mail Address Book" is unchecked, go ahead and **check it**.



5. Click **Apply**.
6. Click **OK**.
7. Now your Frequent Contacts will show as an option in your Address Book.

