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At the bottom of this pane are shortcuts to Outlook's modes. In this example, you see icons for the Inbox, Calendar, People, Tasks, and so on. If you click on the arrow at the top of navigation pane, it will expand the pane, which will display the folder tree for your email account.

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The Outlook Forms Script reference includes documentation for the more commonly used objects, controls, and members in Outlook forms. For more information, you can refer to the Microsoft Forms Visual Basic reference, which you can find in the Visual Basic for Applications language reference.

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From menu shortcuts, to-do options, and color categorization to calendar permissions, message filtering, and email archiving, this reference guide is packed with tips and strategies to help you troubleshoot frustrating Outlook issues and automatically format your calendar and inbox to save you hours every week.

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