

## TC Outlook Web Videos

### Setting Up:

#### **How to Set Up Outlook Client in Windows**

[http://www.youtube.com/watch?v=Z\\_KH3eC5Edc](http://www.youtube.com/watch?v=Z_KH3eC5Edc)

### Moving Information from First Class:

#### **How to Set Up FirstClass Email Import into Outlook**

<http://www.youtube.com/watch?v=dE4Wgm4rjzM>

#### **How to Export Contacts from FirstClass in to Outlook**

[http://www.youtube.com/watch?v=a8\\_Zg4y8E4k](http://www.youtube.com/watch?v=a8_Zg4y8E4k)

### Customizing Outlook:

#### **How to Add a Personalized Signature in Outlook**

<http://www.youtube.com/watch?v=gsL3KCRJS38>

#### **How to Modify Desktop Alert Settings**

[http://www.youtube.com/watch?v=Mh14\\_DCEMhI](http://www.youtube.com/watch?v=Mh14_DCEMhI)

### Maintenance:

#### **How To Recover Deleted Email From Outlook**

<http://www.youtube.com/watch?v=TpZKZKKwK8g>

#### Resetting your Password

[http://www.youtube.com/watch?v=2ptlQZ\\_zHH8](http://www.youtube.com/watch?v=2ptlQZ_zHH8)