

# **Easily Remove Duplicate Outlook 10**

**Kevin Pitch**

**Microsoft Outlook 2010 Inside Out** Jim Boyce, 2010-08-15 You're beyond the basics, so dive right in and really take control of your communications and workday! This supremely organized reference packs hundreds of timesaving solutions, troubleshooting tips, and workarounds. It's all muscle and no fluff. Discover how the experts manage Outlook 2010 -- and challenge yourself to new levels of mastery. Customize and configure Outlook 2010 with advanced setup options Organize and share your calendar, tasks, and notes to optimize efficiency Learn expert ways to manage your contacts and other critical data Extend the power of Outlook by using it with Microsoft Word, Access, and Excel Collaborate through Microsoft SharePoint 2010 libraries and files Implement virus protection, encryption, spam filters, and other security features Perform Outlook tasks through a Web browser or with a mobile device Configure Outlook as a Microsoft Exchange Server 2010 client The book website includes a fully searchable online edition of this book, with unlimited access on the Web.

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*Beginning Microsoft Office 2010* Guy Hart-Davis, 2011-01-11 This book is a practical, step-by-step guide to getting started with Microsoft Office 2010. You'll learn how to create and edit essential office files—documents, spreadsheets, presentations, and more—quickly and efficiently. You'll also learn about all of the new updates included with Office 2010. Collaborate on projects in the cloud and access your files from virtually anywhere—with Beginning Microsoft Office 2010, you'll take a hands-on approach to learning everything, new and old, that the world's most popular productivity software suite has to offer. Get started with Office 2010 Basics. Create, store, and share office documents. Use shared Office tools both online and offline. How to keep e-mail, contacts, appointments, notes, and tasks organized.

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**Data and Analytics in Accounting** Ann C. Dzurainin,Guido Geerts,Margarita Lenk,2022-12-20 Develop an integrated data analysis and critical thinking skill set needed to be successful in the rapidly changing accounting profession. Data Analytics in Accounting: An Integrated Approach, 1st Edition helps students develop the professional skills you need to plan, perform, and communicate data analyses effectively and efficiently in the real world. An integrated approach provides flexibility for use within a standalone course or across the accounting curriculum.

*Using Microsoft Office XP* Ed Bott,Woody Leonhard,2001 With this edition ofSpecial Edition Using Office XPthere is a continual emphasis on realistic applications and uses of the program features. While there are many other big books in the Office market today, there are few that tailor coverage uniquely for the intermediate to advanced Office user as Special Edition Using does, delivering more focused value for the customer. It has been updated to reflect Office XP's Smart tags, collaboration features, speech and dictation tools, built-in recovery features, add network place wizard and much more

**Microsoft Outlook 2010 Step by Step** Joan Lambert,Joyce Cox,2010-06-29 Experience learning made easy-and quickly teach yourself how to manage your communications with Outlook 2010. With STEP BY STEP, you set the pace-building and practicing the skills you need, just when you need them! Topics include managing e-mail messages; organizing your inbox, contacts, and task lists; managing and sharing your calendar; scheduling meetings and using collaboration features; working away from the office; customizing Outlook; and more.

*Introduction to Computers for Healthcare Professionals* Irene Makar Joos,Marjorie J. Smith,Ramona Nelson,2010-10-25 Important Notice: The digital edition of this book is missing some of the images or content found in the physical edition. An introductory computer literacy text for nurses and other healthcare students, Introduction to Computers for Healthcare Professionals explains hardware, popular software programs, operating systems, and computer assisted communication. The Fifth Edition of this best-selling text has been revised and now includes content on on online storage, communication and online learning including info on PDA's, iPhones, IM, and other media formats, and another chapter on distance learning including video conferencing and streaming video.

Office 2010: The Missing Manual Nancy Conner,Matthew MacDonald,2010-07-14 Microsoft Office is the most widely used software suite in the world. The half-dozen programs in Office 2010 are packed with amazing features, but

most people just know the basics. This entertaining guide not only gets you started with Office, it reveals all kinds of useful things you didn't know the software could do -- with plenty of power-user tips and tricks when you're ready for more. Create professional-looking documents. Learn everything you need to know to craft beautiful Word documents. Stay organized. Keep track of your email, calendar, and contacts with Outlook. Crunch numbers with ease. Assemble data, make calculations, and summarize the results with Excel. Make eye-catching presentations. Build PowerPoint slideshows with video and audio clips, animations, and more. Build Access databases quickly. Make your data easy to find, sort, and manage. Manage your files more efficiently. Use the new Backstage view to quickly work with your Office files. Get to know the whole suite. Learn to use other handy Office tools: Publisher, OneNote, and Office Web Apps.

*PC World ,2009*

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*Sams Teach Yourself Microsoft Exchange Server 5.5 in 21 Days* Jason VanValkenburgh,Anthony Steven,Patrick Grote,1999 Plan and perform your Exchange rollout in your enterprise; configure your server and clients to support a variety of user profiles, including offsite and mobile clients; streamline your business communication through

the use of mailing lists and public folders; and link your Exchange setup securely to the internet.--BOOK JACKET.Title Summary field provided by Blackwell North America, Inc. All Rights Reserved

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