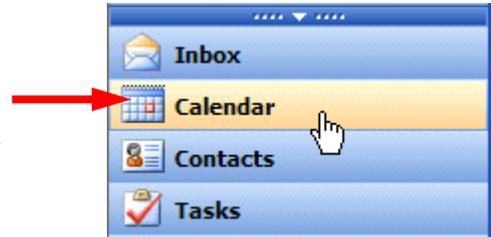


Calendar

There is a **personal calendar** you can **use** that is included with Outlook Web Access 2003. You can access the calendar by **clicking-on the calendar icon in Outlook Shortcuts** area on the left of your Outlook screen. You can **learn how to use** this Calendar by **clicking Help**.



The Help in Outlook Web Access for Calendar, and all features, is excellent. Calendar Help covers each feature of the Calendar in great detail.

