IMPORTING CONTACTS IN WEB OUTLOOK
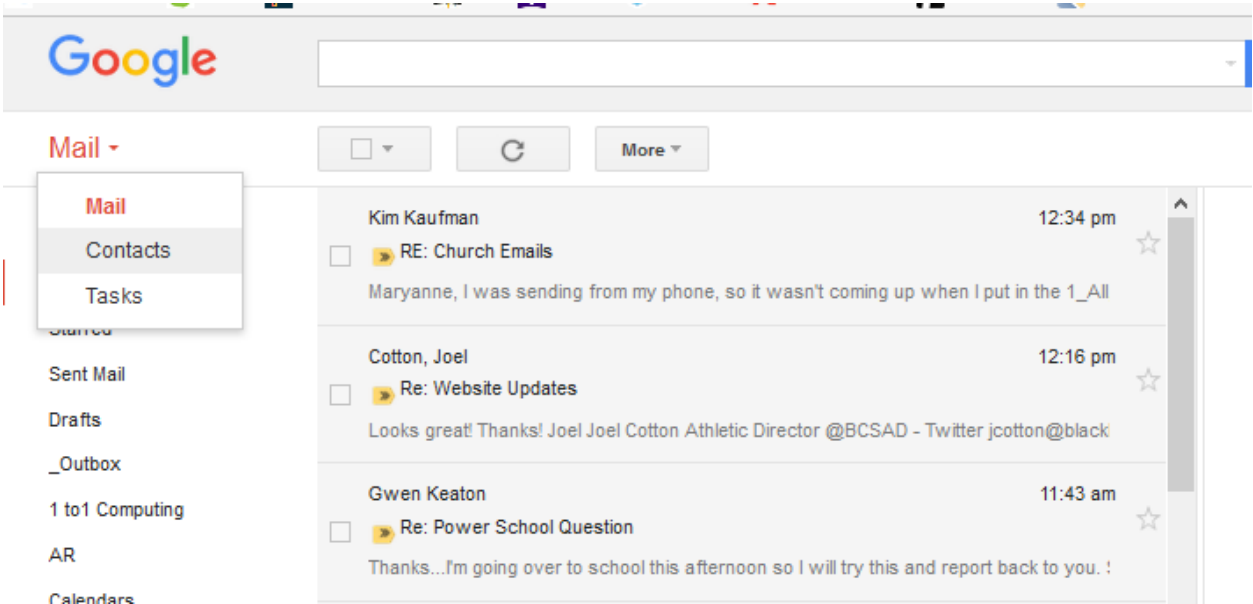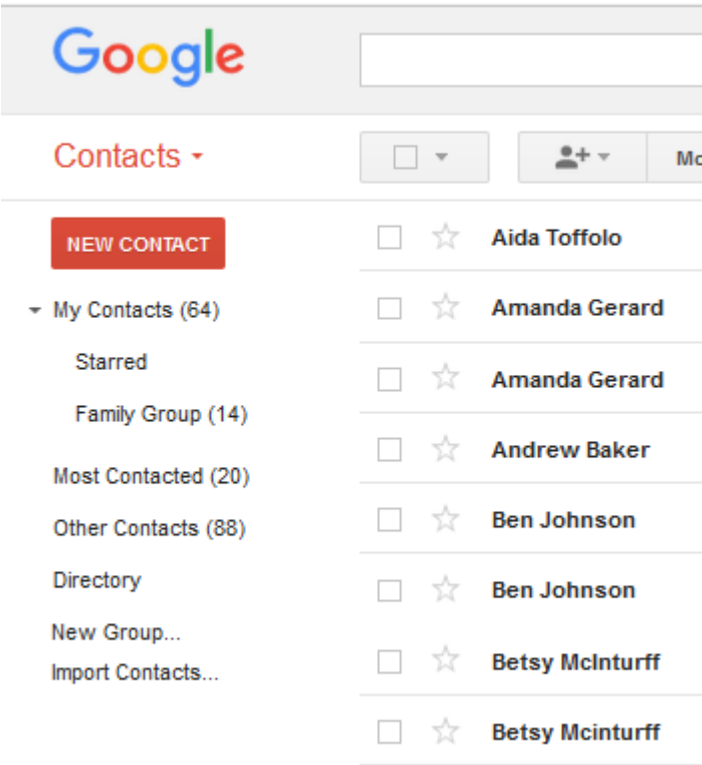
Down
arrow by
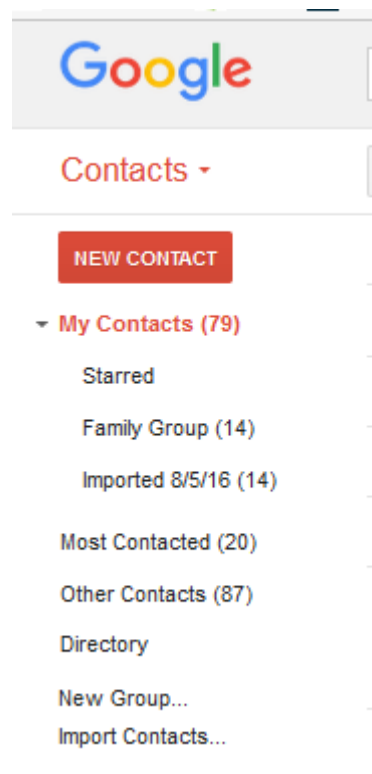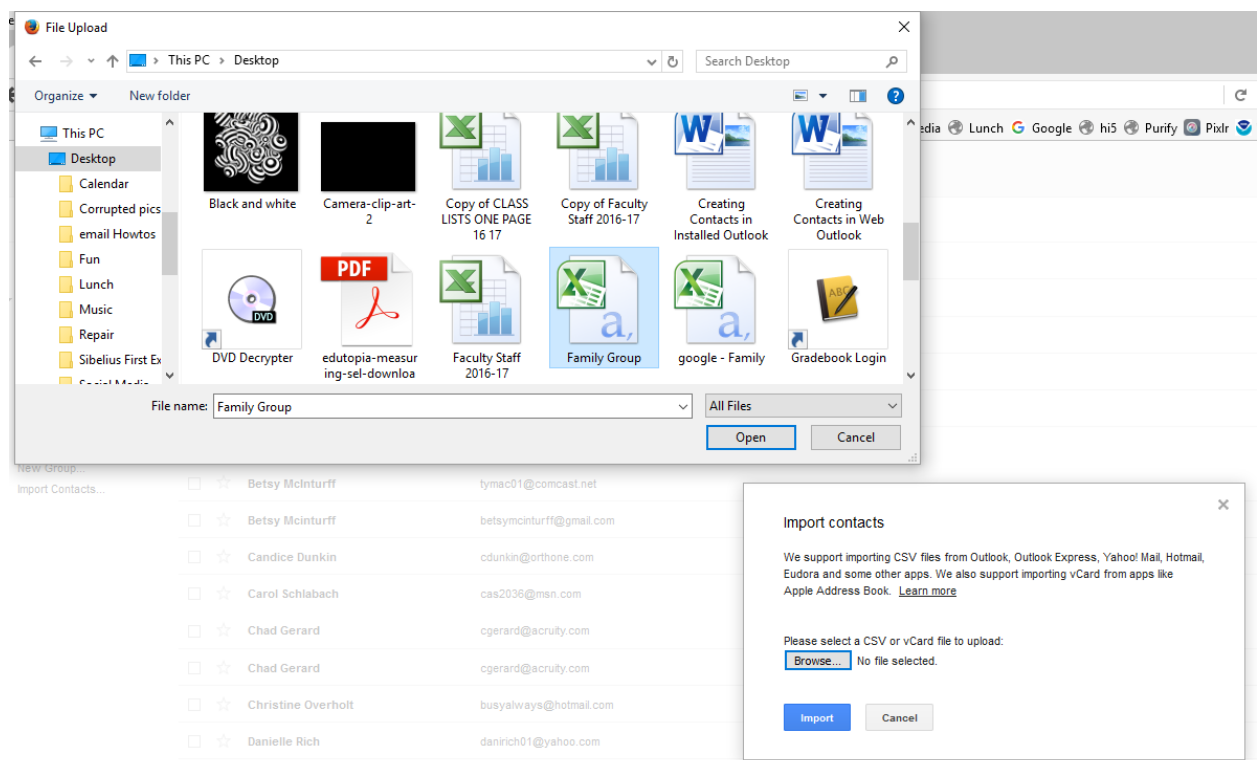Mail

Import Contacts

Browse

Import

File Upload

This PC > Desktop

Search Desktop

Organize ▼   New folder

This PC
  Desktop
    Calendar
    Corrupted pics
    email Howtos
    Fun
    Lunch
    Music
    Repair
    Sibelius First Ex
    Social Media

Black and white   Camera-clip-art-2   Copy of CLASS LISTS ONE PAGE 16 17   Copy of Faculty Staff 2016-17   Creating Contacts in Installed Outlook   Creating Contacts in Web Outlook

DVD Decrypter   edutopia-measuring-sel-downloa   Faculty Staff 2016-17   Family Group   google - Family   Gradebook Login

File name: Family Group

All Files

Open   Cancel

New Group...

Import Contacts...

☐ ☆ Betsy McInturff   tymac01@comcast.net
☐ ☆ Betsy McInturff   betsymcinturff@gmail.com
☐ ☆ Candice Dunkin   cdunkin@orthone.com
☐ ☆ Carol Schlabach   cas2036@msn.com
☐ ☆ Chad Gerard   cgerard@acruity.com
☐ ☆ Chad Gerard   cgerard@acruity.com
☐ ☆ Christine Overholt   busyalways@hotmail.com
☐ ☆ Danielle Rich   danirich01@yahoo.com

Import contacts   ✕

We support importing CSV files from Outlook, Outlook Express, Yahoo! Mail, Hotmail, Eudora and some other apps. We also support importing vCard from apps like Apple Address Book. Learn more

Please select a CSV or vCard file to upload:
Browse...   No file selected.

Import   Cancel

Google

Contacts ▾

NEW CONTACT

▾ My Contacts (79)

    Starred

    Family Group (14)

    Imported 8/5/16 (14)

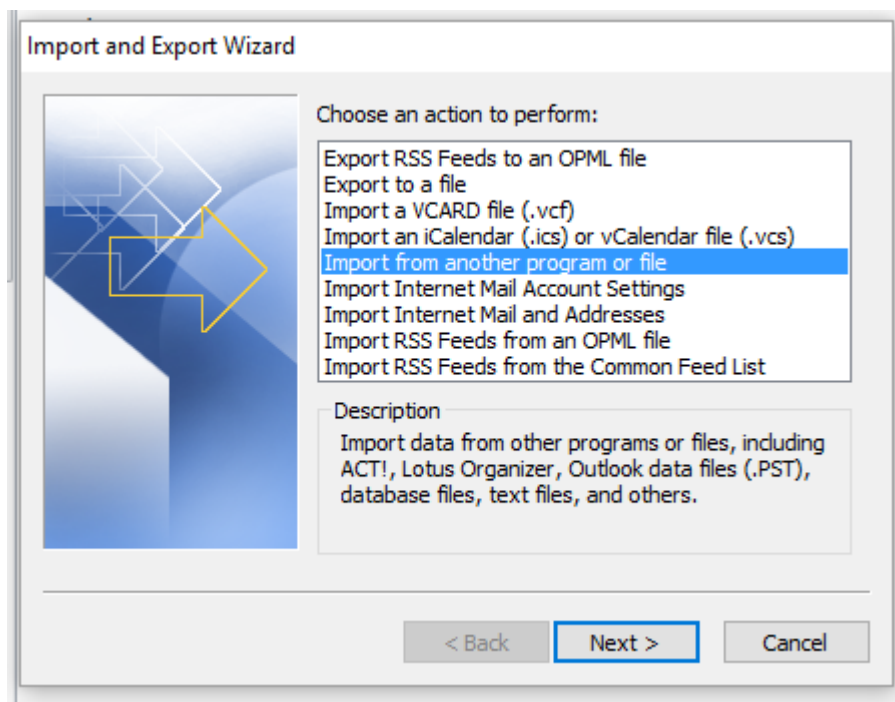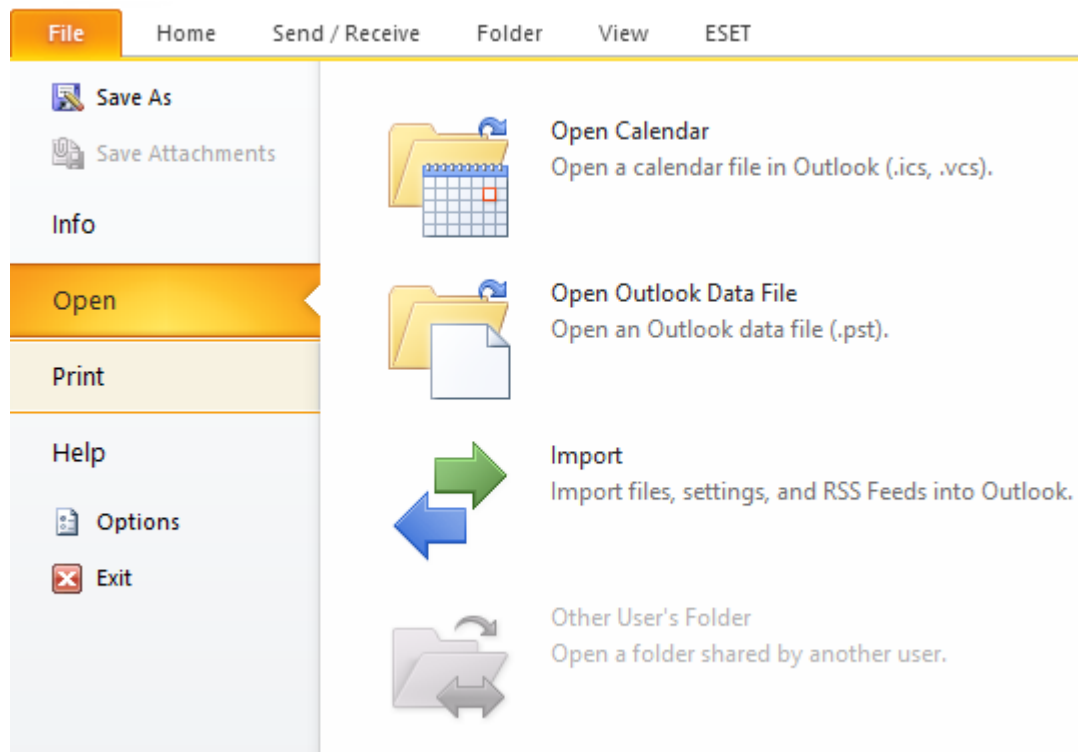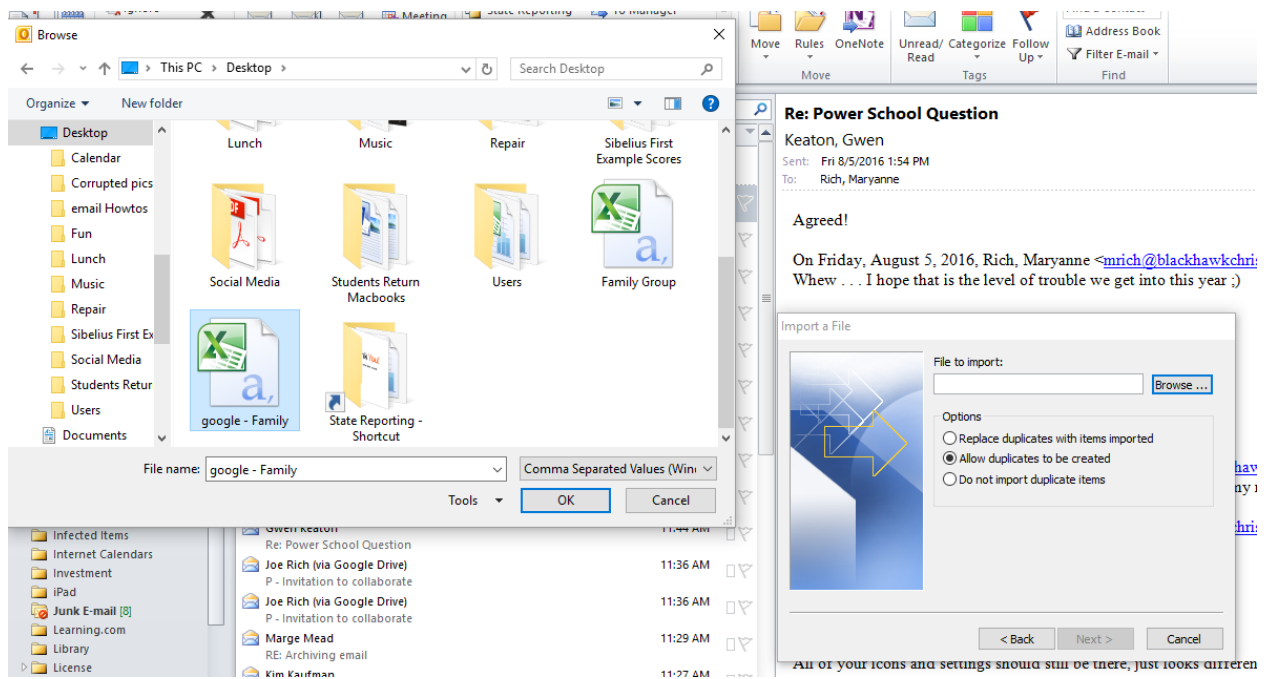Most Contacted (20)

Other Contacts (87)

Directory

New Group...

Import Contacts...

Installed

File

Open

Import

Import a File

Select file type to import from:

- ACT! 3.x, 4.x, 2000 Contact Manager for Windows
- Comma Separated Values (DOS)
- **Comma Separated Values (Windows)**
- Lotus Organizer 4.x
- Lotus Organizer 5.x
- Microsoft Access 97-2003
- Microsoft Excel 97-2003
- Outlook Data File (.pst)

[< Back]   [Next >]   [Cancel]

Browse

This PC > Desktop

Search Desktop

Organize   New folder

- Desktop
  - Calendar
  - Corrupted pics
  - email Howtos
  - Fun
  - Lunch
  - Music
  - Repair
  - Sibelius First Ex
  - Social Media
  - Students Retur
  - Users
- Documents

Lunch   Music   Repair   Sibelius First Example Scores

Social Media   Students Return Macbooks   Users   Family Group

google - Family   State Reporting - Shortcut

File name: google - Family

Comma Separated Values (Win

Tools   OK   Cancel

- Infected Items
- Internet Calendars
- Investment
- iPad
- Junk E-mail [8]
- Learning.com
- Library
- License

Move   Rules   OneNote   Unread/Read   Categorize   Follow Up   Address Book   Filter E-mail

Move   Tags   Find

Re: Power School Question

Keaton, Gwen

Sent: Fri 8/5/2016 1:54 PM

To: Rich, Maryanne

Agreed!

On Friday, August 5, 2016, Rich, Maryanne <mrich@blackhawkchris
Whew . . . I hope that is the level of trouble we get into this year ;)

Import a File

File to import:

[   ] [Browse ...]

Options

- ○ Replace duplicates with items imported
- ● Allow duplicates to be created
- ○ Do not import duplicate items

[< Back] [Next >] [Cancel]

Gwen Keaton   11:44 AM
Re: Power School Question

Joe Rich (via Google Drive)   11:36 AM
P - Invitation to collaborate

Joe Rich (via Google Drive)   11:36 AM
P - Invitation to collaborate

Marge Mead   11:29 AM
RE: Archiving email

Kim Kaufman   11:27 AM

All of your icons and settings should still be there, just looks differen

Choose contacts

Import a File

Select destination folder:

- Online Forms
- Computer
  - Copier Printer
  - Outlook
- Computer Needs
- Contacts
  - Top of Information Store
    - Suggested Contacts
- Conversation Action Settings
- Deleted Items
- Development
- Drafts

< Back   Next >   Cancel

All of your icons and settings should still be there, just looks differe

Import a File

The following actions will be performed:

☑ Import "google - Family.csv" into folder: Contacts

Map Custom Fields ...

Change Destination ...

This may take a few minutes and cannot be canceled.

< Back   Finish   Cancel

All of your icons and settings should still be there, just looks differe