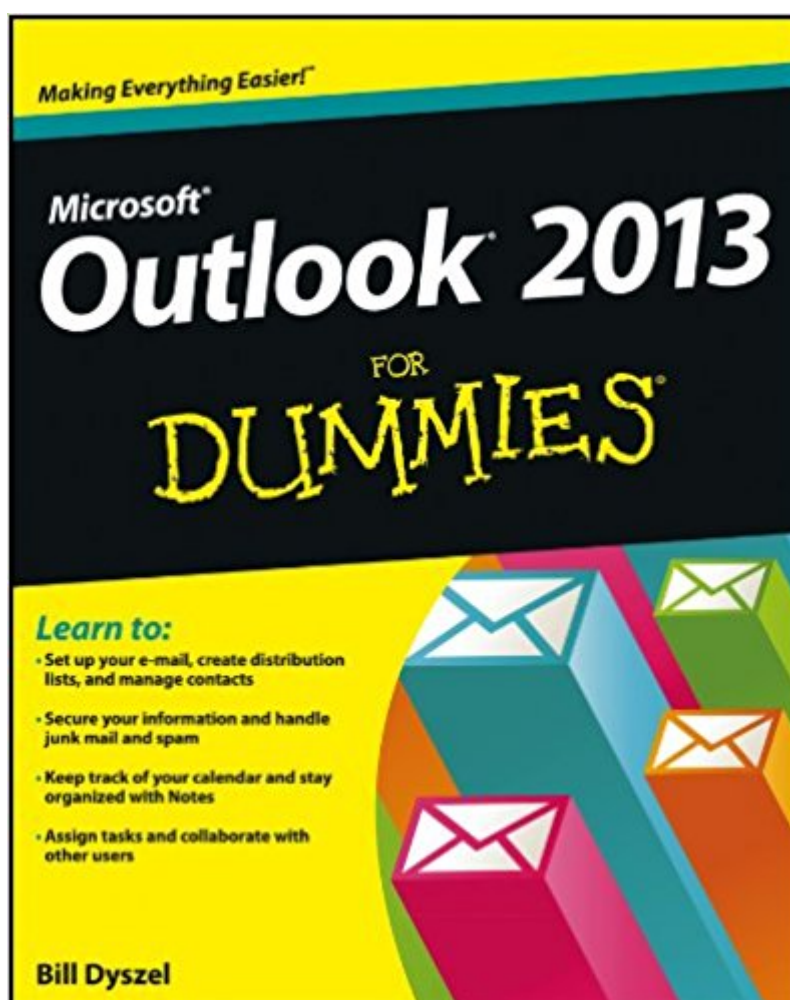


The book was found

Outlook 2013 For Dummies



Synopsis

The fun and friendly way to manage your busy life with the new Outlook 2013 As the number one e-mail client and personal information manager, Microsoft Outlook offers a set of uncomplicated features that maximize the management of your e-mail, schedule, and general daily activities, with the least amount of hassle possible. This easy-to-understand guide walks you through Outlook 2013 and introduces you to the latest features. You'll learn how to find information quickly, handle e-mail, coordinate schedules, keep current with contacts and social networks, and much more. Walks you through getting started with Outlook 2013 and then provides you with complete coverage on e-mail basics, advanced e-mail features, working with the calendar, managing contacts, and integrating Outlook with other applications Shows you how to track tasks, take notes, and record items in the journal, as well as filter out junk e-mail, activate Outlook's privacy and security features, and more Explains how to customize your Outlook, manage all the information within Outlook, and take Outlook on the road Outlook 2013 For Dummies offers you a whole new outlook on Outlook 2013!

Book Information

File Size: 18090 KB

Print Length: 387 pages

Publisher: For Dummies; 1 edition (February 11, 2013)

Publication Date: February 11, 2013

Sold by: Digital Services LLC

Language: English

ASIN: B00BFFBXSC

Text-to-Speech: Enabled

X-Ray: Not Enabled

Word Wise: Not Enabled

Lending: Not Enabled

Enhanced Typesetting: Enabled

Best Sellers Rank: #527,193 Paid in Kindle Store (See Top 100 Paid in Kindle Store) #80

in Books > Computers & Technology > Software > E-mail #374 in Kindle Store > Kindle eBooks > Computers & Technology > Software > Business #1225 in Books > Computers & Technology > Business Technology > Software > Enterprise Applications

Customer Reviews

This has been a great purchase for the project management resource library at our company --

where we are trying to use the combination of Outlook and OneNote for agile project management. This book is technical enough for our IT folks and easy-to-understand for our non-technical employees. I really dislike the "for Dummies" -- but it is a great series with lots of helpful information.

I found this book to be totally worthless and not all that helpful at all, but then I blame Microsoft's Software Team for butchering Outlook in the first place...This book is really not that helpful, I won't recommend it, and I say "Purchase at your own risk"

This is a good quick way to get started with Outlook, but I purchased a longer, more complete "manual" in order to get more detail. I still haven't resolved the relationship between Outlook "Lite" (the version on Windows 8) with the full edition of Outlook. Maybe with more time I'll get there, but for now I'm not getting the benefit of the full version which I got by virtue of a subscription to Office 365. My other minor complaint about this book is the author's seeming bias against Microsoft. He is entitled to his opinion of MS, but it comes through pretty strongly in this book. Doesn't help build confidence in the product.

SUPER terrific! Goes into needed, and detailed explanations for all aspects of Outlook 2013. Very helpful. Would definitely buy again.

As I have stated before, I have been collecting the for Dummies series about social media for a while. I had no clue they had so many dealing with social media and the many platforms social media offers. These books are easy to understand. Start your own for Dummies series.

I bought 4 of the Dummies books for Win 8 products and Office 13 products. They stink as far as I am concerned. 1. They cover nothing but what you can easily find on line. 2. They have small pages with extremely hard or impossible to read screen prints. 3. They do not touch on "how to" except what is easily found on the menu of the products. 4. They don't care about, for instance, an easy practical way to use Outlook's PEOPLE to build "Send Groups" or easy ways to send an email to the 30 members of your extended family. Skip McCal

This was not very helpful...most things you can learn on your own...the book is NOT very clear on many of the "how to do" tasks. Maybe it was too basic for me since I have had a Windows 7 and Windows 8 phone already.

Difficult to find answers to specific questions. Found Google better in that regard

[Download to continue reading...](#)

GO! with Microsoft Outlook 2013 Getting Started (GO! for Office 2013) Outlook 2013 For Dummies
Microsoft Outlook Shortcut - A Rapid Reference: Over 345 Rarely Known and Used Outlook
Shortcuts Zeitmanagement mit Microsoft Office Outlook, 8. Auflage (einschl. Outlook 2010): Die Zeit
im Griff mit der meistgenutzten BÃ icrosoftsoftware - Strategien, Tipps ... (Versionen 2003 - 2010)
(German Edition) Take Back Your Life!: Using Microsoft Outlook to Get Organized and Stay
Organized: Using Microsoft(r) Outlook(r) to Get Organized and Stay Organized (Bpg-Other)
Microsoft Outlook 2013 Inside Out Microsoft Outlook 2013 Step by Step 77-423 Microsoft Outlook
2013 Work Smarter Tips for Microsoft Office Outlook 2013 Microsoft Outlook 2013 Plain & Simple
Microsoft Outlook 2013 Training & Quick Tips, Tricks & Shortcuts - 6 Page Tri-Fold (Software Quick
Reference Cards) Microsoft Outlook Web App (OWA) for Exchange 2013 Quick Reference Guide
(Cheat Sheet of Instructions, Tips & Shortcuts - Laminated Card) Outlook 2010 For Dummies
Outlook 2007 For Dummies Outlook 2010 All-in-One For Dummies Outlook?2003 For Dummies
Mushrooms: A New Ultimate Guide to Growing Mushrooms at Home For Dummies: (Mushroom
Farming, How to Grow Oyster Mushrooms, Edible Mushrooms) (Farming For Dummies, Gardening
For Dummies Book 2) Exploring Microsoft Access 2013, Comprehensive (Exploring for Office 2013)
Microsoft Access 2013, Fast and Easy: A Beginners Tutorial for Microsoft Access 2013 (Get It Done
FAST Book 14) SAM 2013 Assessment, Training and Projects with MindTap Reader for Discovering
Computers & Microsoft Office 2013: A Fundamental Combined Approach Printed Access Card

[Dmca](#)