How to add public folder to Outlook Web

Deleted Items 37 Network Monitor Reports

Anderson, Don
Inbox
Drafts
Sent Items

outlook Web App		
🕀 New mail	${\cal P}$ Search mail and people	Right click 'Eavorites' and then click 'Add public folder to Eavorites'
	INBOX	Right click ravorites and then click Add public forder to ravorites
«	All Unread To me	
▲ Favorites		
Inbo: Add public fo	older to Favorites	
Sent Items		
Deleted Items 37		
🖌 Anderson, Don		
Inbox		
Drafts		
Sent Items		
Add	I to Favorites	
FRSATIONS BY F		Salact from the list of public folders
Add	a public folder to Favorite	s select from the list of public folders
Select a	folder and click Add to Favorites. Repeat the	ese steps to add multiple folders.
4 時	All Public Folders	
	Appraisals	
	Approvals for Purchase	
	Bank Ops	
	Bank Ops VM Call Center	
	Bank Ops VM Online Banking	
	Business Banking	
or Outlook Web App		
⊕ New post	Search mail and	
.		
«	After	selecting, click 'Add to Favorites' at the top.
Favorites	Close	with the 'X' in the upper right
Inbox		
Sent Items	The s	elect public folder will now appear in the favorites list