

General Tab

Displays general information about the selected user. Use the following buttons to address a message to this user.

To/Cc/Bcc

If you are composing a message, adds the name to the corresponding address box in the message.

Personal Address Book/Add

If available, adds the name to your personal address book or the active list of users.

<< (Previous)

Displays the preceding entry in the address list.

>> (Next)

Displays the following entry in the address list.

Organization Tab

Displays information about the user's manager and coworkers.

Manager

Displays the name of the user's manager.

Direct Reports

Displays a list of all people who report to the user.

To/Cc/Bcc

If you are composing a message, adds the name to the corresponding address box in the message.

Personal Address Book/Add

If available, adds the name to your personal address book or the active list of users.

<< (Previous)

Displays the preceding entry in the address list.

>> (Next)

Displays the following entry in the address list.

Phone/Notes Tab

Displays different types of telephone numbers for the user and notes about the user. Use the following buttons to address a message to this user.

To/Cc/Bcc

If you are composing a message, adds the name to the corresponding address box in the message.

Personal Address Book/Add

If available, adds the name to your personal address book or the active list of users.

<< (Previous)

Displays the preceding entry in the address list.

>> (Next)

Displays the following entry in the address list.

Member Of Tab

Displays the distribution lists (DLs) the selected name is a member of.

Distribution List Membership

Lists each DL that the selected name is a member of.

To/Cc/Bcc

If you are composing a message, adds the name to the corresponding address box in the message.

Personal Address Book/Add

If available, adds the name to your personal address book or the active list of users.

<< (Previous)

Displays the preceding entry in the address list.

>> (Next)

Displays the following entry in the address list.

E-Mail Addresses Tab

Displays information about the e-mail addresses that can be used to reach a user.

E-Mail Addresses

Lists all e-mail addresses that can be used to reach the name selected in the address list.

To/Cc/Bcc

If you are composing a message, adds the name to the corresponding address box in the message.

Personal Address Book/Add

If available, adds the name to your personal address book or the active list of users.

<< (Previous)

Displays the preceding entry in the address list.

>> (Next)

Displays the following entry in the address list.

