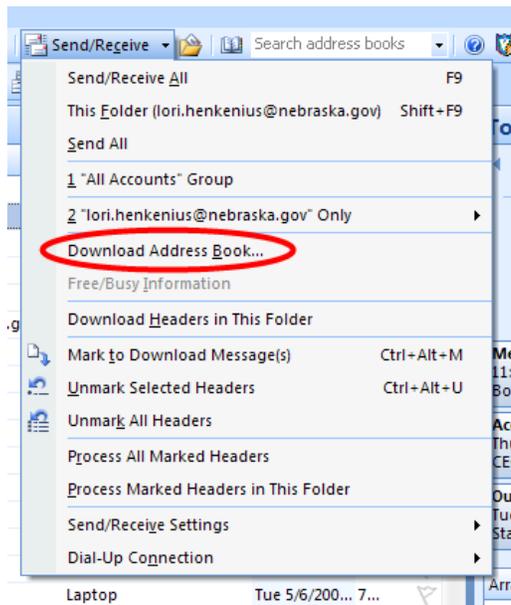


Updating the GAL (Global Address List) Address Book

1. Click on the  next to the **Send/Receive** button on the standard toolbar.



2. Select **“Download Address Book”** from the list that is displayed.



3. Uncheck the box next to **“Download changes since last Send/Receive”**. Make sure the radio button next to **“Full Details”** is filled in then click the **OK** button.

