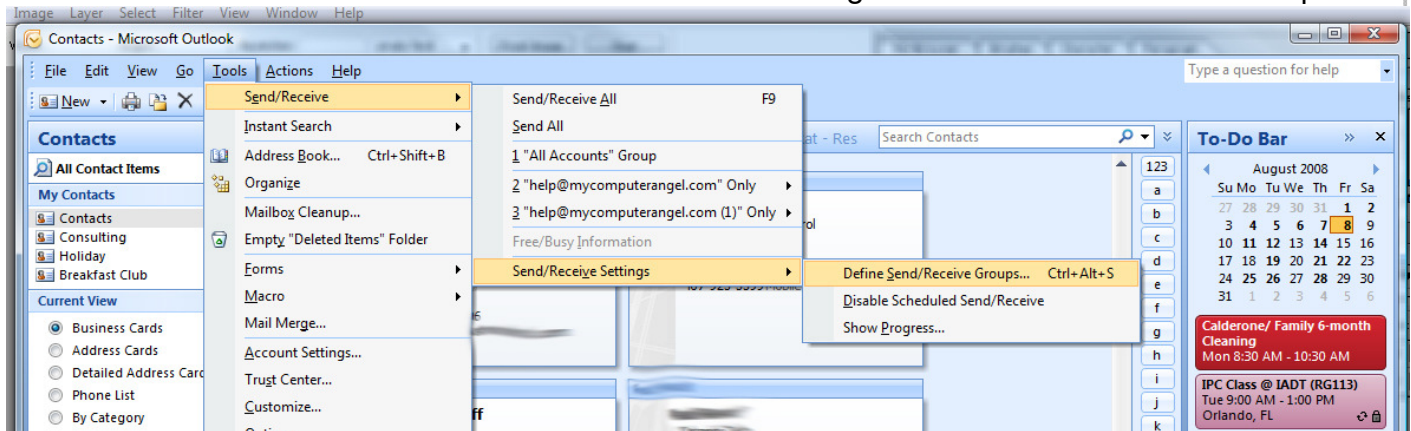


Adjusting the Send Receive Settings on OUTLOOK 2007

1. Open Outlook
2. Go to Tools → Send/Receive → Send/Receive Settings → Define Send/Receive Groups



3. Make sure the box that says "Schedule an Automatic Send/Receive every ___ minutes is checked and a time is listed in the box.

