Enabling Cached Exchange Mode - Outlook

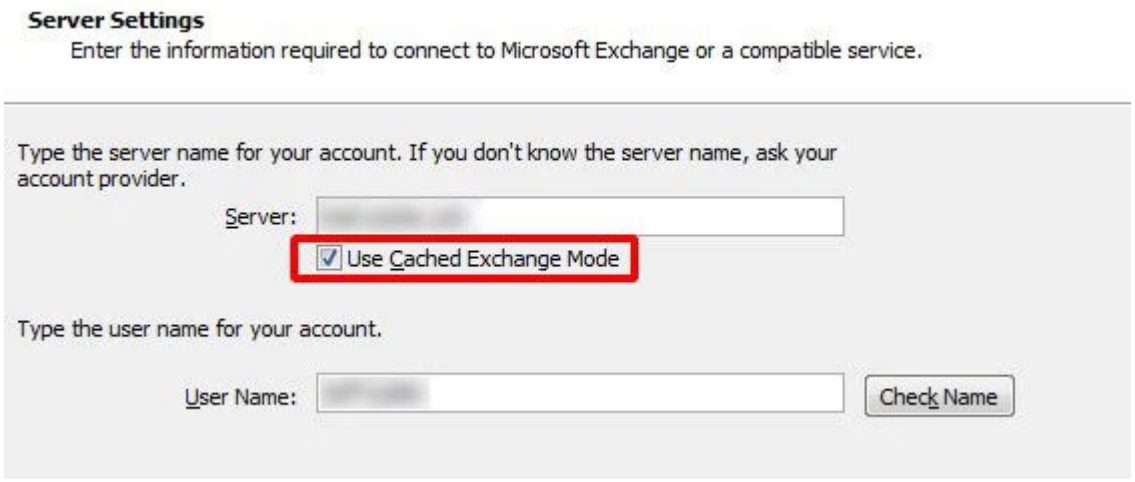
1.

Click **File** -> **Account Settings** -> **Account Settings.**

2.

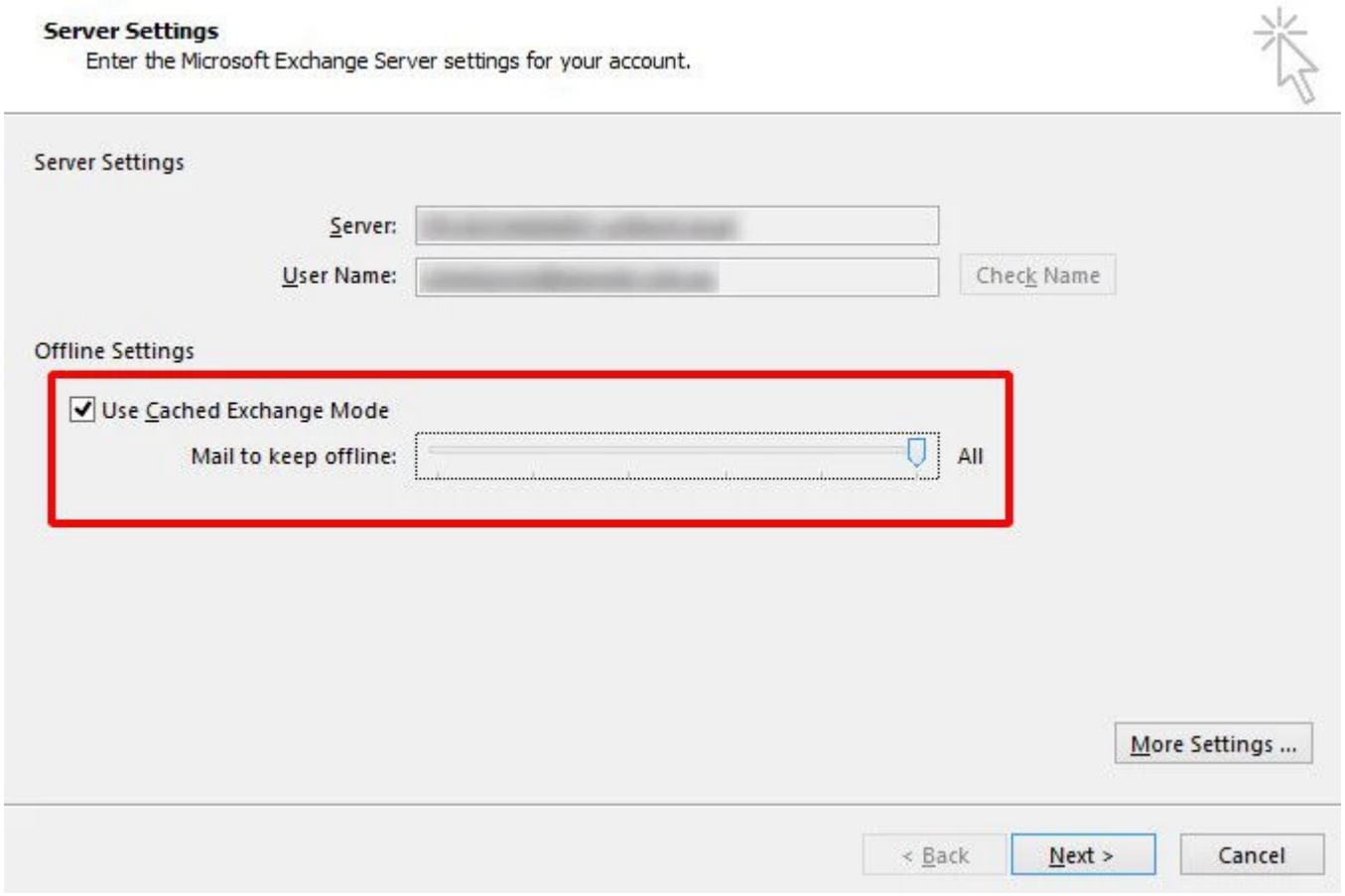
Double click your account, then ensure the **Use Cached Exchange Mode** is checked.

Outlook 2010



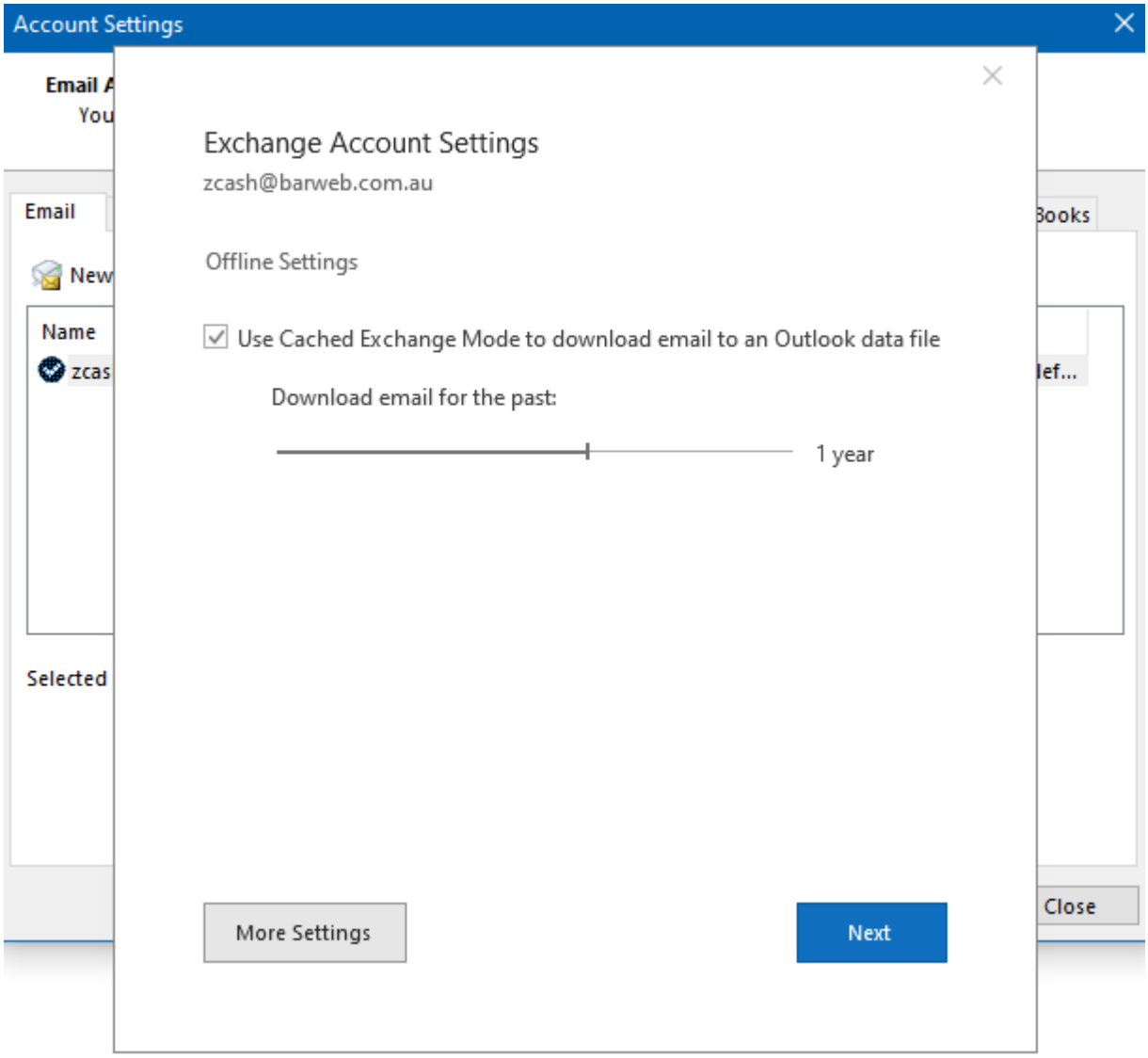
Outlook 2013

Cached Exchange Mode is enabled by default in Outlook 2013.



Outlook 2016

Cached Exchange Mode is enabled by default in Outlook 2016



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