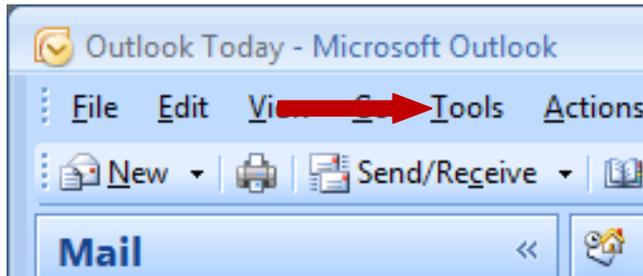
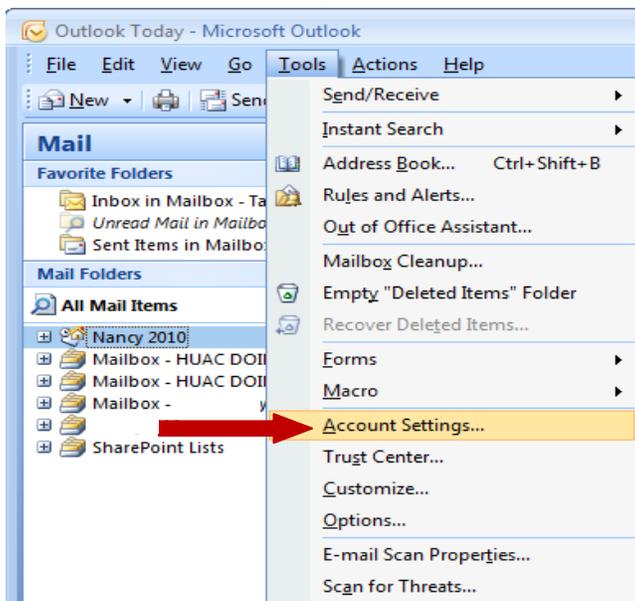


## How to Identify SharePoint Synchronizations

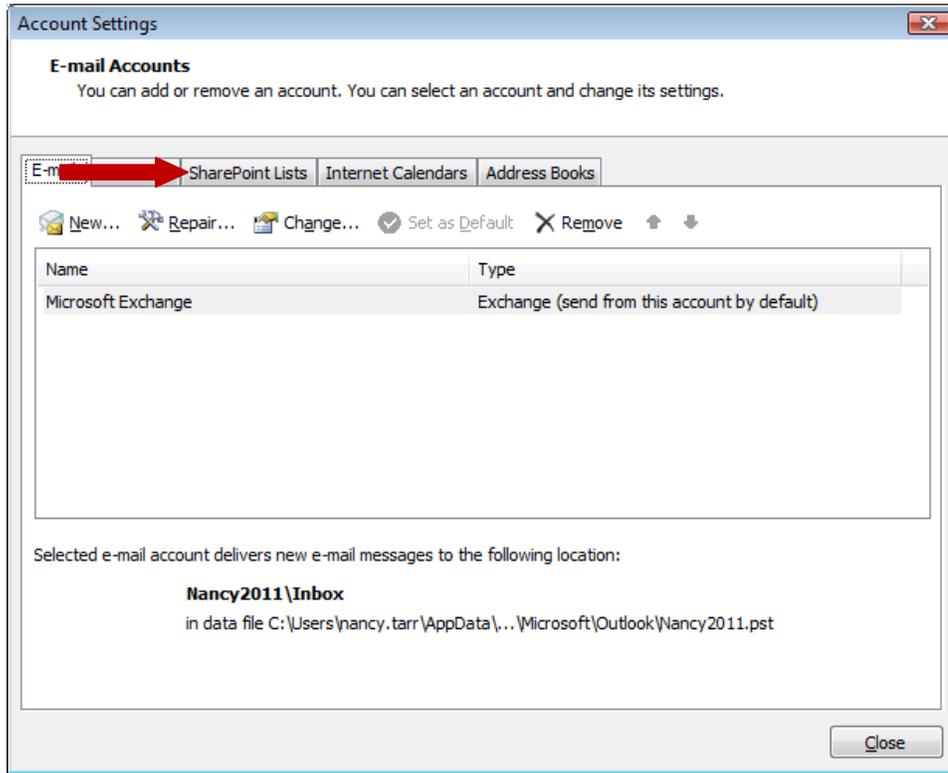
1. Open Outlook
2. Click on **“Tools”**



3. Click on **“Account Settings”**

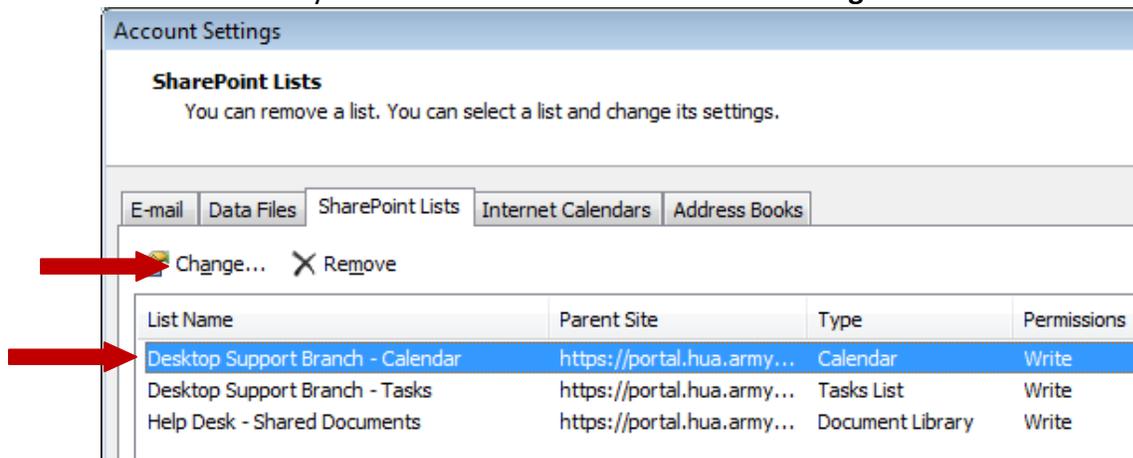


4. Click on “SharePoint Lists”

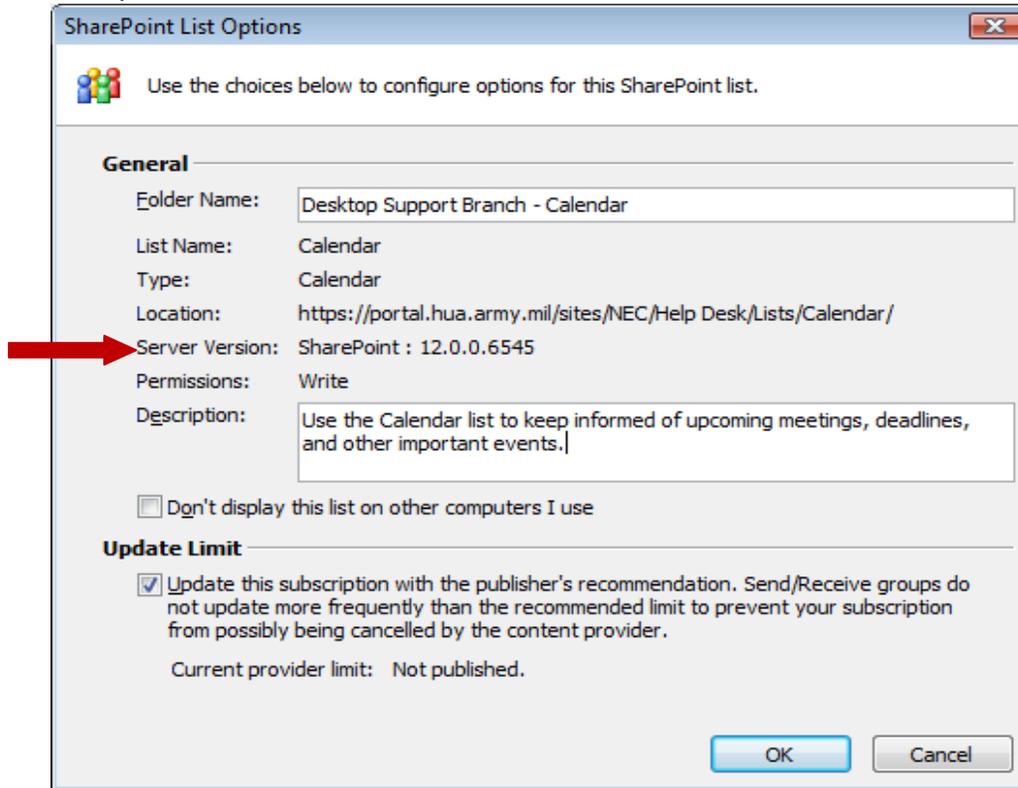


5. If there are no SharePoint lists listed in the window, click on “Close”. If you see SharePoint lists in the window, follow the remaining steps.

6. Click on the one you want to view and then click on “Change”



7. Here you will see the location of that share. Then click "OK" to close



8. Repeat steps 6 and 7 to get your other SharePoint locations.