

Helpful Google mail Links

Password Protect Outlook (user is prompted for a password when they start outlook)

<http://office.microsoft.com/en-us/outlook-help/set-a-password-to-help-protect-your-outlook-information-HA001113851.aspx>

Delegate (share) a Mailbox

<http://mail.google.com/support/bin/answer.py?answer=138350>

Open a delegated (shared) mailbox in Outlook

<https://mail.google.com/support/bin/answer.py?hl=en&answer=170961>

Share Calendar

<http://www.google.com/support/calendar/bin/answer.py?answer=143754>

Reset Calendar Time zone

<http://learn.googleapps.com/top-faqs-2#TOC-How-do-I-set-the-time-zone-for-my-c>

Change Default contact list (when a user is composing an mail and clicks on the "To" button and wants the global address list to pop up)

<http://office.microsoft.com/en-us/outlook-help/change-the-default-address-book-watch-and-learn-HA010252526.aspx>

Upload a PST(Archive) in Outlook to Google Mail

<http://mail.google.com/support/bin/answer.py?answer=153980>