

# MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO. LTD.

Phone : (O) 022-26595176

(P) 022-26595175

Fax : 022-26591222

E-mail :

cesp@mahatransco.in



Web: <http://www.mahatransco.in>

Office of the  
Chief Engineer (Special Project),  
5<sup>th</sup> Floor, 'Prakashganga',  
MSETCL,  
Plot No. C-19, E-Block,  
Bandra-Kurla Complex, Bandra  
(E), Mumbai – 400051

MSETCL/CO/CE/SP/IT/MicrosoftOutlook/

**No 10365**

**17 JUL 2011**

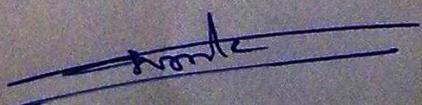
## **CIRCULAR**

**SUBJECT: Configuring Microsoft Outlook and AutoArchive feature**

ERP email system is now live and in use across the organization. It has been noticed that majority users are using Web Email Access system available on the public website. This has resulted in mailbox overflow problems for a lot of users.

Therefore, in order to tackle this problem, procedure to configure Microsoft Outlook and enable Auto Archive feature for the same is being released. The former can be found in Annexure A of the circular, while the latter in Annexure B.

Email system users are requested to follow the procedure outlined in the above mentioned document so that Microsoft Outlook application is successfully configured on their computer systems.

  
Chief Engineer (Special Project)