Find People and Businesses on the Internet

- Click on **Tools** Menu in the toolbar to select **Address Book** option.
- In the Address Book, click the Find People button on the toolbar.

-Or-

- In Windows, click the **Start** button, point to **Find**, and then click **People**.
- Select the directory you want to search from the **Look In** drop-down list.

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PLAY

• On the **People** tab, type the name or e-mail address of the person you want to look for, and then click **Find Now**.

-Or-

On the **Advanced** tab, define the search criteria you want by filling in the top three boxes, clicking **Add**, and then clicking **Find Now**.

Note: If your search is too broad, the number of matches might exceed the server's limits, or your directory service settings might not be set up to handle all of the returned matches.