

Re: Outlook 2003

Source: <http://www.tech-archive.net/Archive/Office/microsoft.public.office.misc/2005-09/msg01806.html>

- *From:* Bob I <birelan@xxxxxxxx>
 - *Date:* Fri, 23 Sep 2005 11:28:47 -0500
-

Open the "sent e-mail", R-click menu area, select Customize, then Toolbars tab, then highlight Menu bar and then click "Reset".

DarcoLtd wrote:

Thanks Guys for the insight. Mr. Bob asks if the client is opening the emails. The answer is yes the email is open. Also the emails are internal on a exchange server. i realize that emails sent outside of a exchange server will not have the option for recalling the email. Anyway, the client does not have the "Action" choice on the top of the opened email. The information given so far should help me to make sure that the "recall" option is listed under the action command. I just need to make sure the "action" command is present when the client opens the email in sent items. I will await a response from you guys. Both of you (Mr. Bob and Mr. Herb) have been very helpful. I await to hear from you on the above question. Again "How do you ensure that the "Action" command is present in a opened email in the sent items folder"

"Herb Tyson [MVP]" wrote:

It's not clear whether you need to get the command back (i.e., it's now gone?), or remove it.

Open a sent message. Right-click the toolbar and choose Customize. To remove Recall, click Actions in the menu and drag Recall off of the menu.

To put it back (if it's missing), click the Commands tab. Set Categories to Actions. Recall is near the end of the list of commands. Locate it, then drag it to the Actions menu, and drop it above

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Resent, where it was originally.

Or... if it's merely playing peek-a-boo (i.e., it's there, but you can't see it), right click any menu bar and choose Customize - Options tab. Click to enable Always Show Full Menus.

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Herb Tyson MS MVP

Please respond in the newsgroups so everyone can follow along.

<http://www.herbtyson.com>

"DarcoLtd" <DarcoLtd@xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx>

wrote in message

<news:3D338694-9740-413A-BAFF-2414275970BF@xxxxxxxxxxxxxxxxxxxx>

I must find a way to remove the actions choice from sent items in outlook 2003 in order to figure out how a client cannot see the choice to "recall" a email. Please tell me how to remove the choice from sent items, opened email, actions. I have been trying to recreate the problem. i must restore the actions/recall choice in sent items. This is on windows xp with office 2003