

Installing Visual Basic Help for Microsoft Outlook

The Visual Basic Help file for Microsoft Outlook is located in the ValuPack. To install this Help file, do the following:

- 1 Quit Help.
- 2 Insert the Microsoft Office CD or the stand-alone Outlook CD.
- 3 In the ValuPack folder, double-click the MoreHelp folder.
- 4 Select the Vbaoutl.hlp and Vbaoutl.cnt files.
- 5 Copy these two files to C:\Program Files\Microsoft Office\Office on your hard drive.
- 6 When asked whether you want to replace the existing versions of these files, click **Yes**.
- 7 To update the table of contents and the index so that they include the topics in the files you just copied, point to **Find** on the **Start** menu, and then click **Files or Folders**.
- 8 In the **Named** box, type *.gid.
- 9 In the **Look in** box, type **C:\Program Files\Microsoft Office\Office**, and then click **Find Now**.
- 10 When the file names appear at the bottom of the dialog box, select all of them and click **Delete** on the **File** menu.

Note If you installed Office or Outlook from a corporate network, ask your network administrator where the ValuPack files are located. If you installed the application from 3.5-inch disks, the ValuPack isn't included. You can find these files on the Microsoft Web site, however. To do this, point to **Microsoft on the Web** on the **Help** menu, and then click **Free Stuff**.

