



WorkCenter Outlook Button Install on Outlook Main Screen for Outlook 2003:

Follow these steps to install the WC button on Outlook 2003:

1. Open Outlook, click on TOOLS, OPTIONS, OTHER TAB, ADVANCED OPTIONS BUTTON, COM ADDIN BUTTON
2. Click on the “WC ADDIN” file and click on REMOVE
3. Click on ADD BUTTON, click on the “MY COMPUTER” icon on the left side of the screen view and go to the following file and directory: C:\Program Files\WorkCenter\WCOutlook.dll and click on OK
4. Button should be added

WorkCenter Outlook Button Install on Outlook Main Screen for Outlook 2007:

Follow these instructions to install WC button on Outlook 2007:

1. TOOLS, TRUST CENTER, ADD-Ins, Manage select drop down COM ADD-ins click GO
2. Click on the “WC ADDIN” file and click on REMOVE
3. Click on ADD BUTTON, click on the “MY COMPUTER” icon on the left side of the screen view and go to the following file and directory: C:\Program Files\WorkCenter\WCOutlook.dll and click on OK
4. Button should be added