



77-884^{Q&As}

Outlook 2010

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QUESTION 1

You work as a Systems Administrator at ABC.com. Employees at ABC.com use computers running Windows 7 Enterprise and Microsoft Office 2010. The employees use Microsoft Outlook 2010 to connect to the Microsoft Exchange 2010

company email server.

You receive a call from a user reporting that he is unable to modify his AutoArchive settings. When he opens the AutoArchive settings box, all the options are disabled.

What is the most likely reason the user is unable to modify his AutoArchive settings?

- A. You have configured a retention policy.
- B. You have modified the Default Data File option on his computer.
- C. You have configured a security policy.
- D. He doesn't have administrative permissions on his computer.

Correct Answer: A

QUESTION 2

You work as an IT Administrator at ABC.com. You have been asked to implement a new email system. The company plans to deploy Microsoft Office 2010 to the company client computers.

You need to decide what type of email system to implement and what type of email accounts the company users will use.

One of the requirements of the email system is that it must support a Global Address List.

Which of the following types of email server and Outlook account types should you implement?

- A. A Web based email system that uses HTTPS.
- B. A POP3 based email system.
- C. An IMAP based email system.
- D. A Microsoft Exchange Server system.

Correct Answer: D

QUESTION 3

Gary works as the Finance Manager at ABC.com. The company email system runs Microsoft Exchange Server 2010. Gary uses Microsoft Outlook 2010 configured with an Exchange account.

Gary receives a meeting request for a meeting with other company managers. Gary wants his financial assistant to



accompany him to the meeting.

Gary wants to forward the meeting request to his financial assistant.

Which of the following keyboard shortcuts could Gary use to forward the meeting request?

- A. CTRL + N
- B. CTRL + F
- C. CTRL + R
- D. CTRL + SHIFT + Q

Correct Answer: B

QUESTION 4

You work as a Developer at ABC.com. Employees at ABC.com use computers running Windows 7 Enterprise and Microsoft Office 2010. The company email system runs Microsoft Exchange Server 2010. All company employees use Microsoft Outlook 2010 for their email clients.

You attach a file to a new email message and send it to another employee. However, when you send the email, you are presented with a warning stating that the email has a potentially unsafe attachment that the recipient might not be able to

open and enquiring whether you want to send the email anyway.

You click the Yes button and the email is sent successfully. The recipient informs you that he cannot open the attached file. What is the most likely reason that the recipient cannot open the attachment?

- A. You entered the recipients email address incorrectly.
- B. The file was blocked because it is an executable (.exe) file.
- C. The recipient is using an older version of Microsoft Outlook.
- D. You sent the email using the HTML format.

Correct Answer: B

QUESTION 5

Jane is working in the Sales department at ABC.com. Employees at ABC.com use computers running Windows 7 Enterprise and Microsoft Office 2010. The company email system runs Microsoft Exchange Server 2010. All company employees use Microsoft Outlook 2010 for their email clients.

Jane is currently working the Mail view in Outlook. Jane then enters the CTRL + 2 keyboard shortcut.

What effect will the CTRL +2 keyboard shortcut have?



- A. It will switch Jane to the Mail view.
- B. It will switch Jane to the Calendar view.
- C. It will switch Jane to the Contacts view.
- D. It will switch Jane to the Tasks view.

Correct Answer: B

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