Restoring Classic Ribbon for Outlook

Step 1: Open Microsoft Outlook



Step 2: Right Click on Home

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File Home Send / Receive View Help		
🏹 New Email 🗸 🛍 Delete 🤟 Archive 🖄 Move	\sim \backsim Reply \ll Reply All \rightarrow Forward \bowtie Website Red	→ To Manager 🛛 🗠
✓ Favorites	All Unread	By Date ∽ ↑
Unread Mail 1983 Sent Items	Snyder, Scott Year End Deadlines: REMINDER Just a reminder of an earlier email sent regarding some important fiscal	Thu 2:32 PM
ADROZD@mayfieldschools.org	Makar, Mary Kay	Q

Step 3: Click on Use Classic Ribbon



Step 4: `	Your	Microsoft	Outlook	Ribbon	is Rest	ored
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