

If you are having Outlook sync problems with your Windows machine, please see the following instruction:

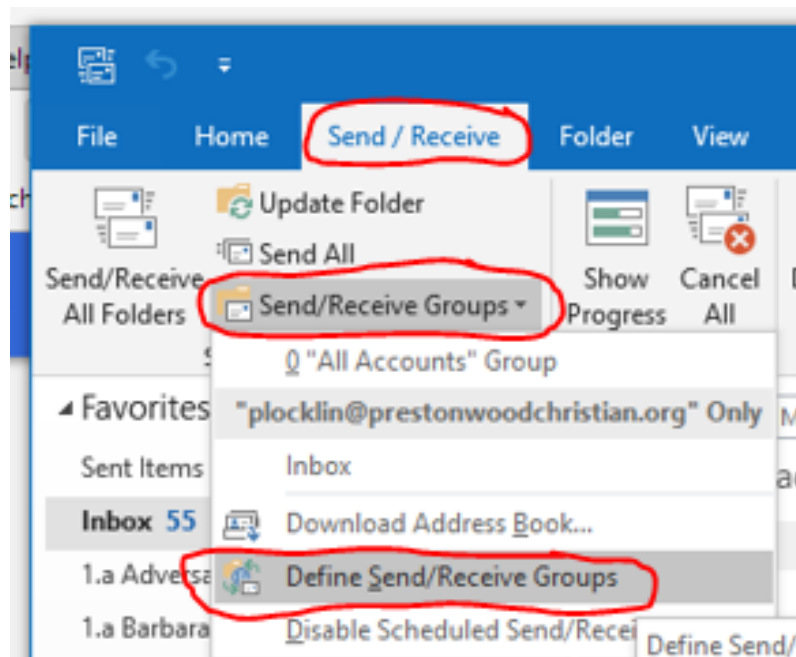


A recent update to Outlook 2016 for Windows 10 may have Changed the way your computer syncs to our exchange server

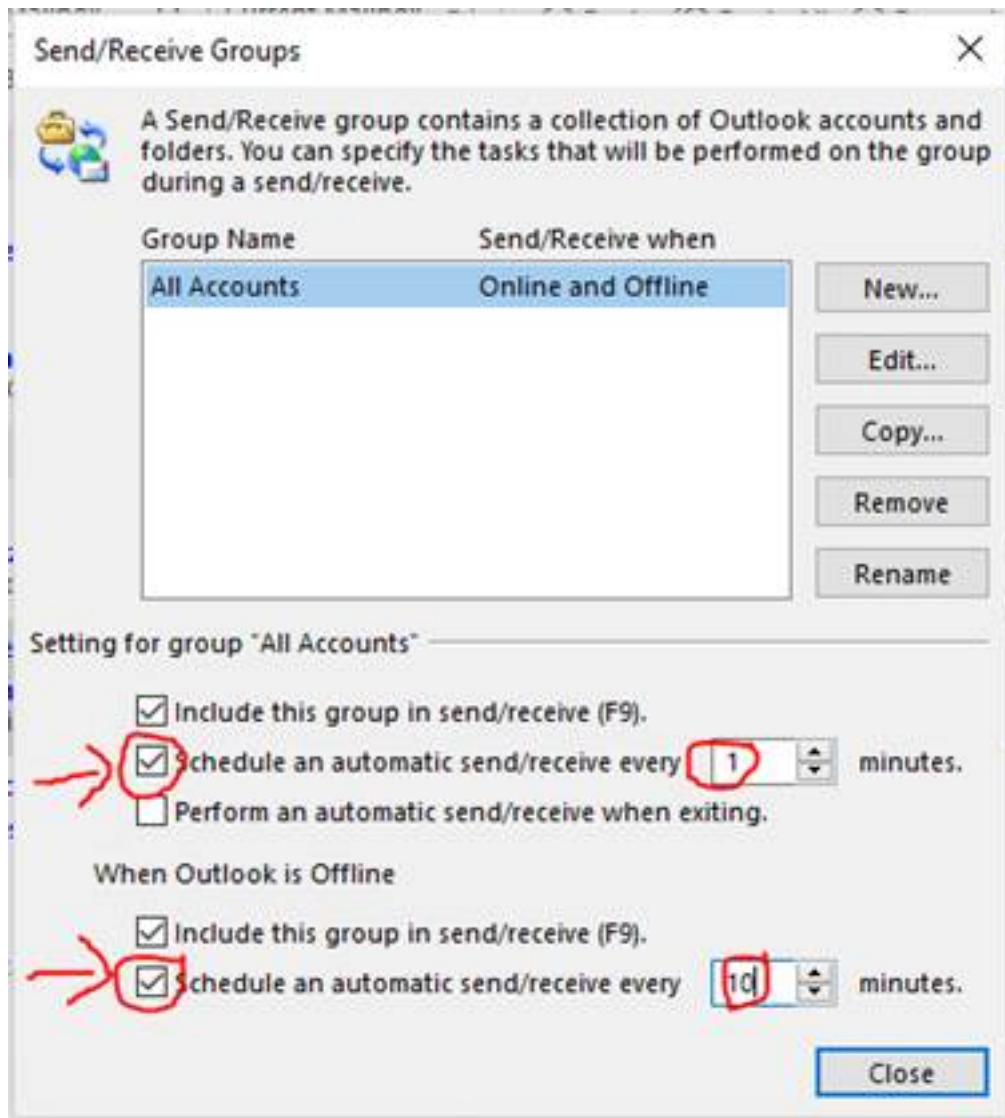
To fix this on your Windows machine, do the following:

Open Outlook.

Click Send/Receive, Send/Receive Groups, then Define Send/Receive Groups



Make sure BOTH of “Schedule an automatic send/receive every” boxes **are checked**. Then change the values to “1” and “10” as indicated in the example:



If you are still having issues with this, please email the PCA Helpdesk pcahelpdesk@prestonwoodchristian.org