

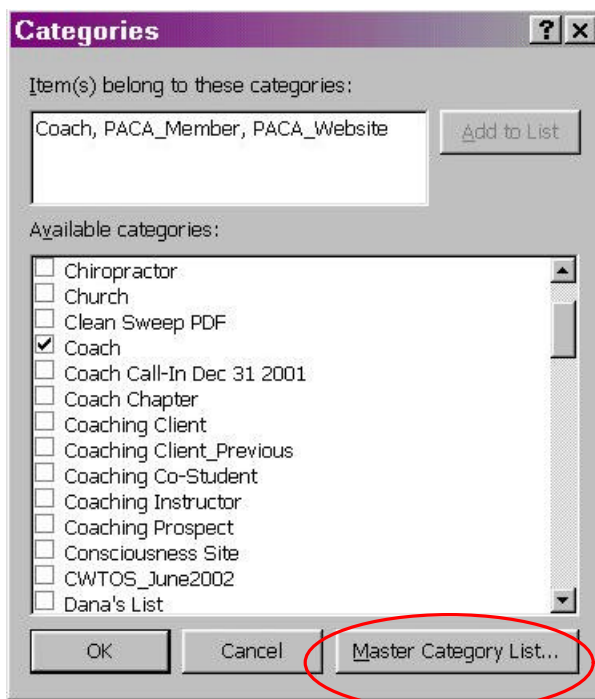


Taming The Technology Tiger

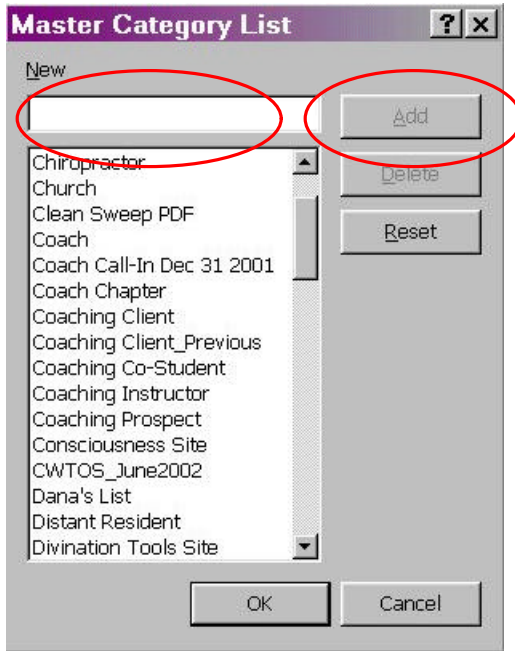
<http://www.TechnologyTiger.com>

How To Create Contact Categories

- From the **Edit** menu, select **Categories**.



- Click the **Master Category List** button.



4. In the **New** field, type the name of the new category, and click **Add**. Click **OK**.
5. Click **OK**. You can now use the new category for any contacts, appointments, etc.