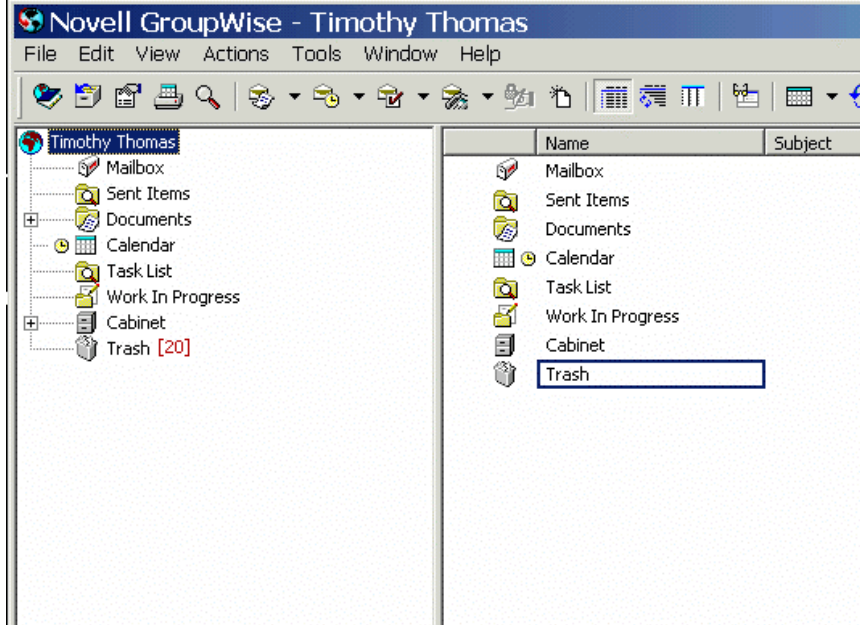
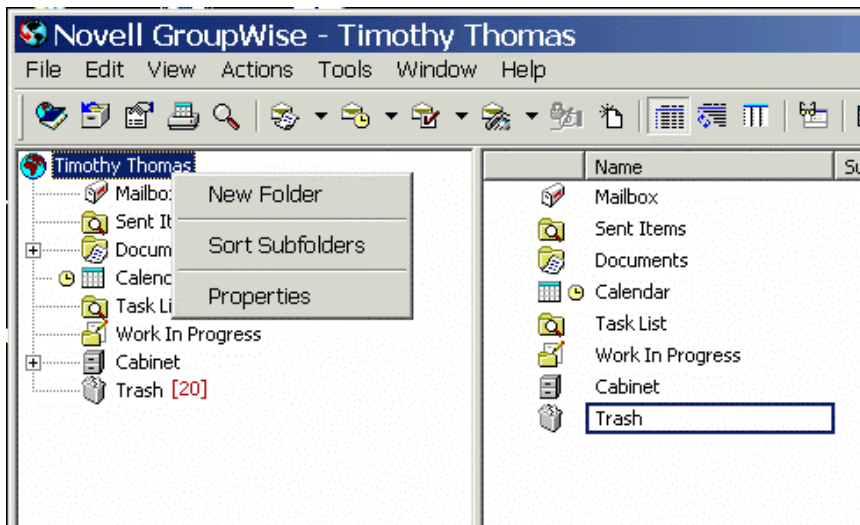


# Replacing The Sent Items Folder

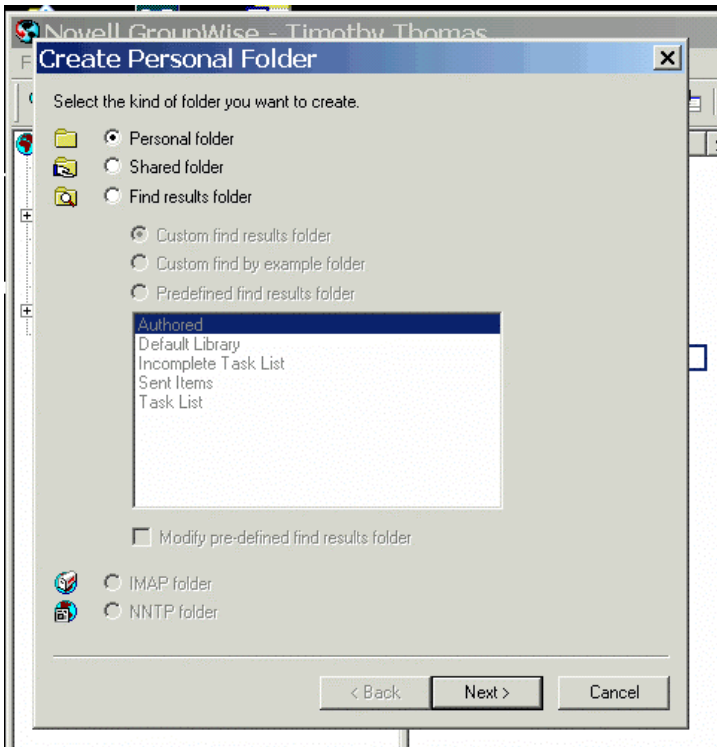
## 1. Open your Main Groupwise Window



## 2. Click the right mouse button on your " Name ".



3. Choose " New Folder "
4. Next Choose " Find Results Folder "
5. Choose " Predefined find results folder "
6. Choose " Sent Items "
7. Click on the " Next " button.



8. Choose "Finish".

