

How do I change the display name for my Exchange mailbox?

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To change the name for your Exchange mailbox, you can access it in the options in Outlook Web Access. To change the name: Click on the email address in the Exchange Mailboxes page Click on 'Options' Click on the 'Account' tab Click 'Edit' Change the display name or any other details in the mailbox Click 'Save' Your name has now been changed

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