

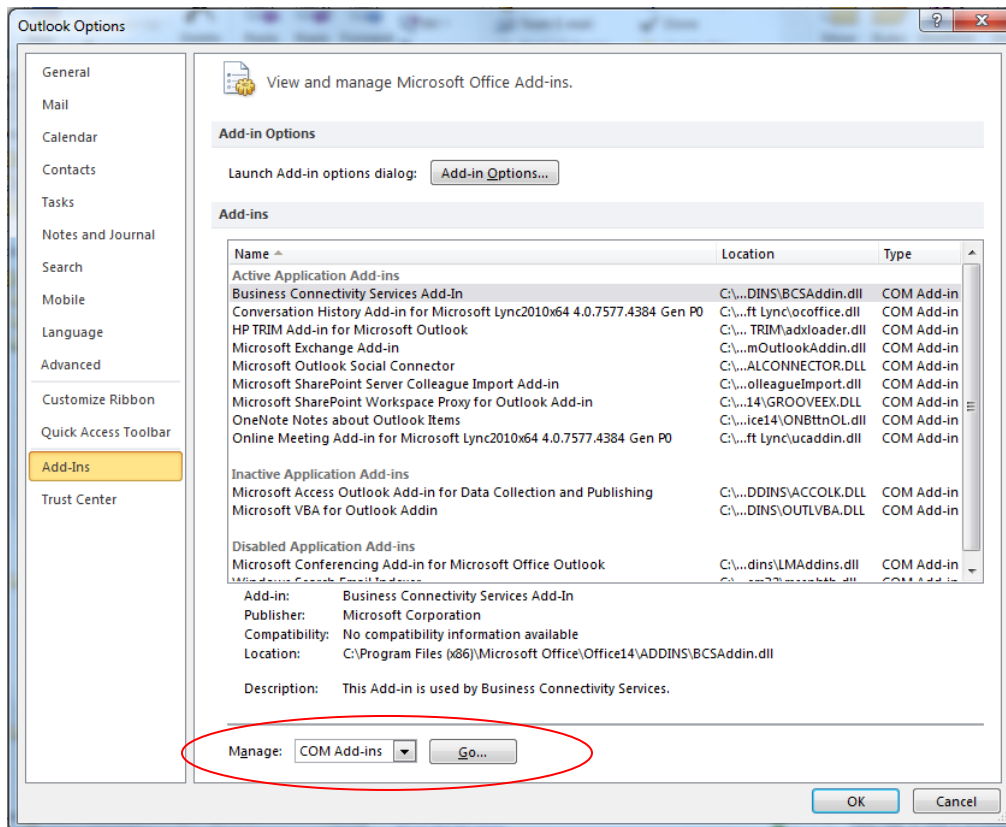
# EDRMS TRIM Tip

## Restoring TRIM add-ins for Outlook

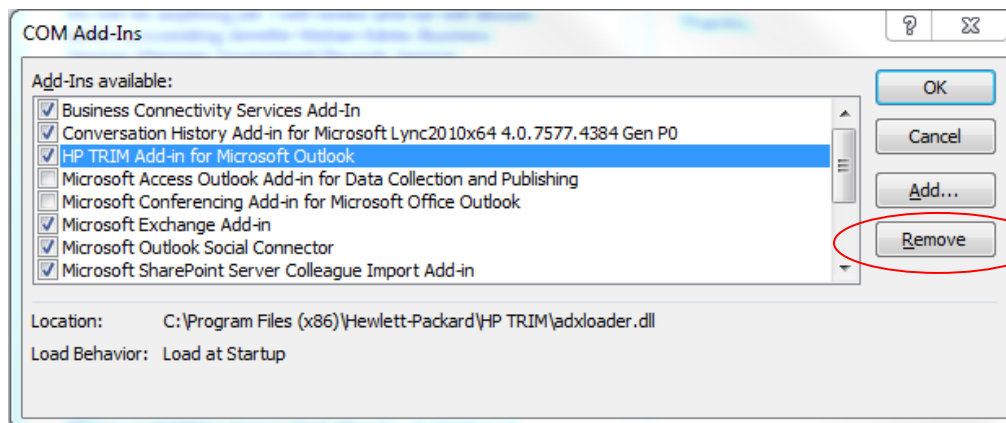
**Primary Audience:** All Users who have been through Windows 7 Upgrade

If you cannot find the “Add-ins” tab in Outlook 2010 for TRIM, do the following:

In **Outlook**, select File -> Options -> Add-ins. Go to the “Manage Com add-ins button -> Go



Highlight the HP TRIM Add-in -> **Remove** -> Ok & close Outlook

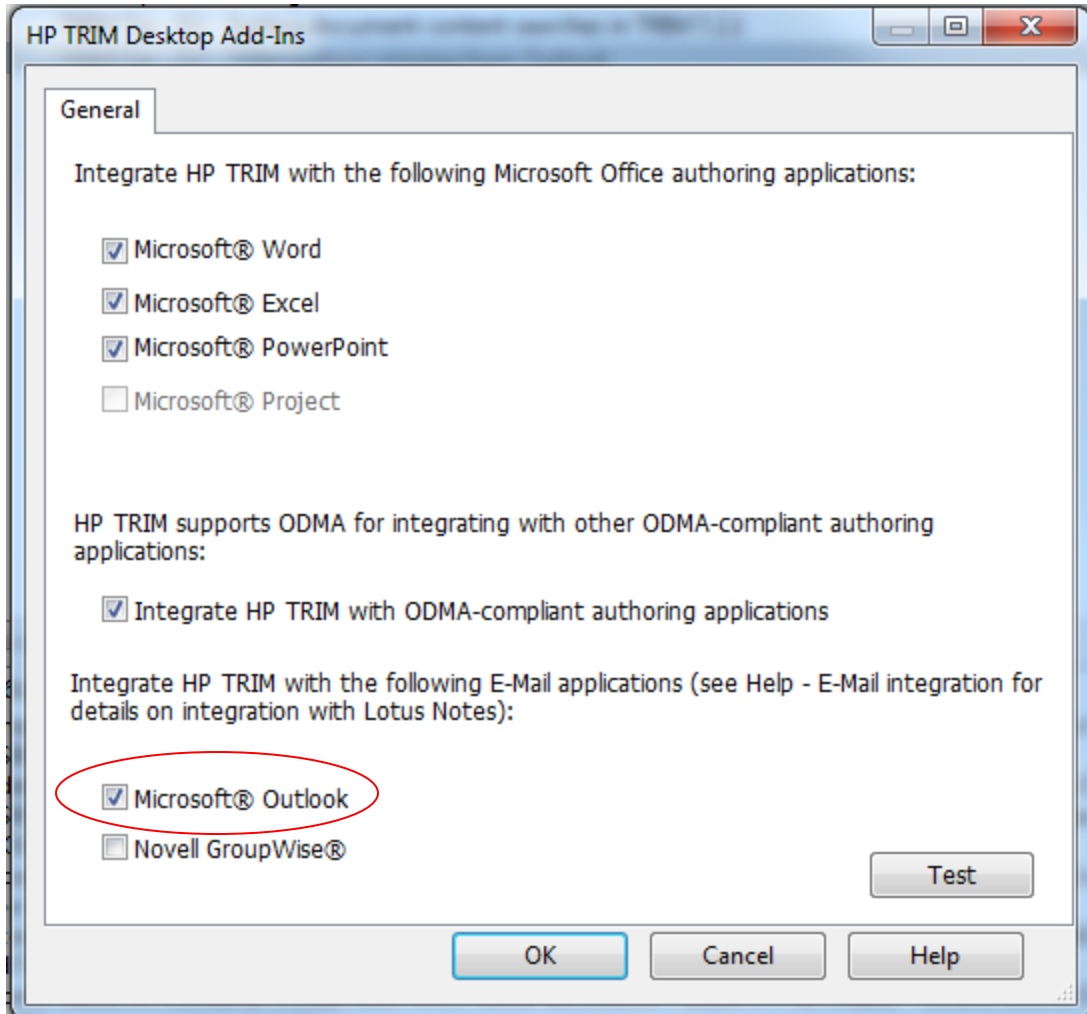


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Then in **TRIM**, select Tools -> Desktop Add-ins – check the Outlook box -> Ok



The next time you open Outlook, the Add-ins tab should be there.