

How to Import/Update Nazareth Addressbook into Netscape 7+

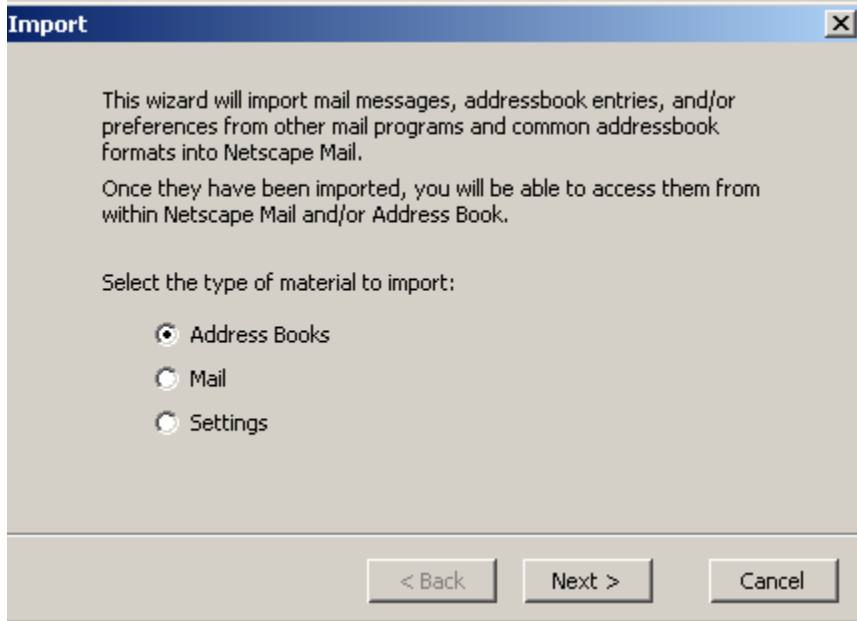
Open Netscape

Under **Window**

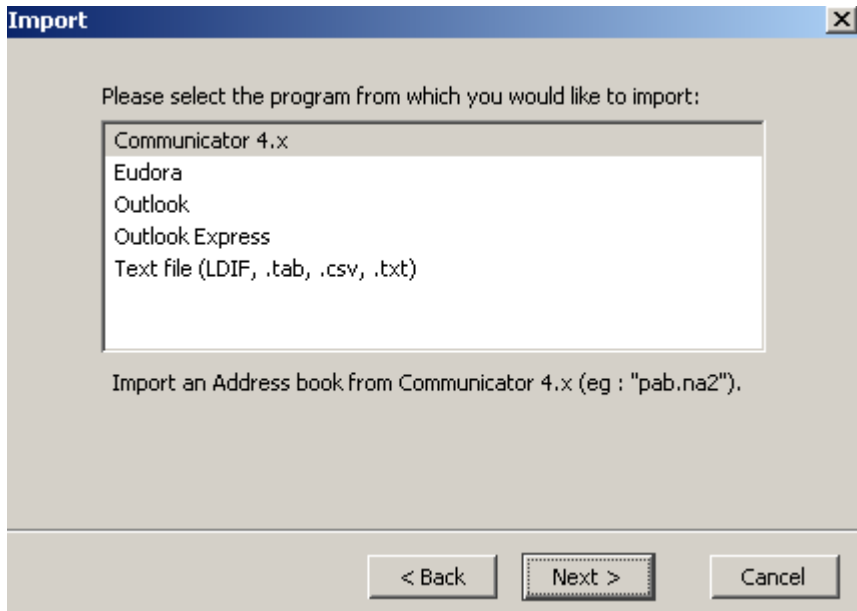
Click on Addressbook – to open addressbook

Click Tools

Click Import – the following screen will appear



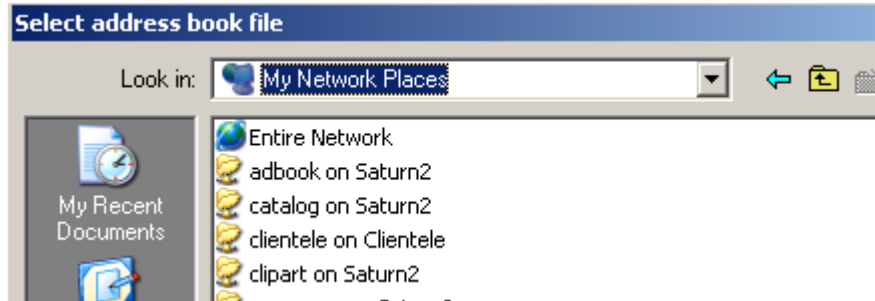
Click Next



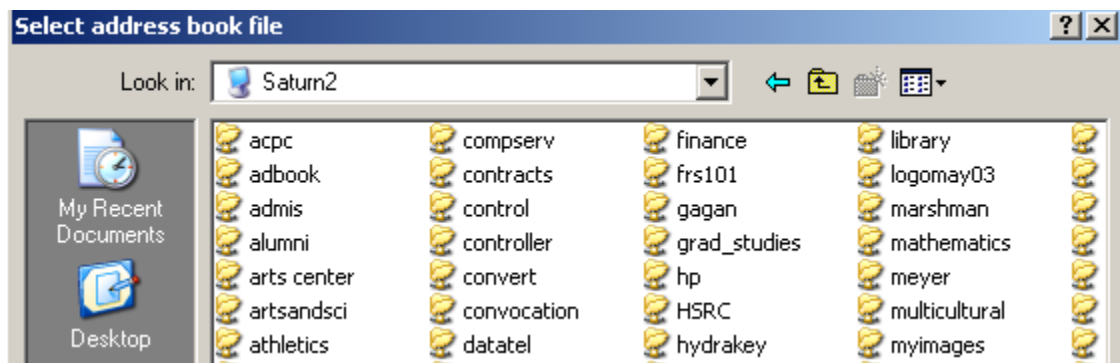
Click Text file

Click Next

The cursor is now blinking in a screen called Select Addressbook File
 Click in Look In - down arrow



Go to Saturn2

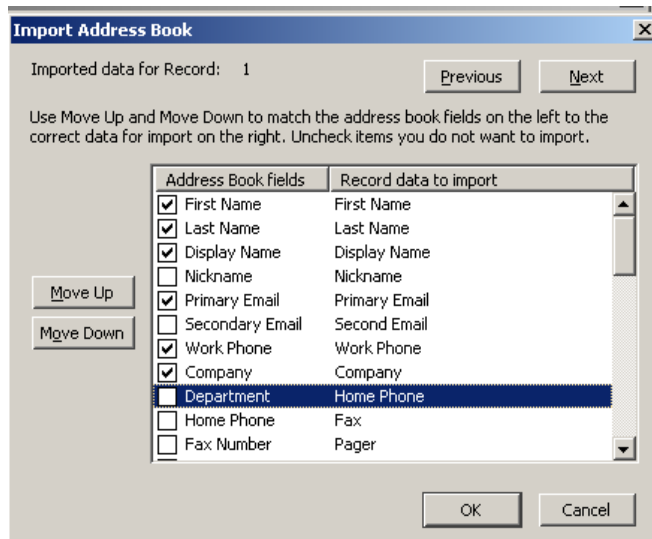


Double click on folder adbook

To show all the files

Change files of type to 'all files'

Double click on [NAZ.GLOBAL.ADDRESS.NET62 NET7 OUTLOOK.txt](#)



Check marks should be on the following:

- First Name
- Last Name
- Primary Email
- Work Phone
- Company

Click Okay

Click Finish

The Nazareth global addressbook should successfully be transferred with an addressbook named Naz.global.address.net62 and net.7.

If you have any questions please contact the Lab Assistant on duty in Smyth Hall room 85 or call extension 2088. You may also call the User Support Line at extension 2111 on campus or dial 389-2111 from off campus.