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How to view FASmail distribution list memberships on your account in Outlook

Vincent Wu - 2022-04-04 - Email, calendar, and contacts

1. In the "Home" tab in Outlook, type your name in the "Search People" box and press enter, highlighted by the red rectangle in the image below.

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- 2. Select your name when it appears.
- 3. A box should appear with your name, click on "Membership".

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4. Your distribution list membership(s) will be shown.



You may also view the distribution list memberships of other people by searching their name or double-clicking their name at the top of an email.