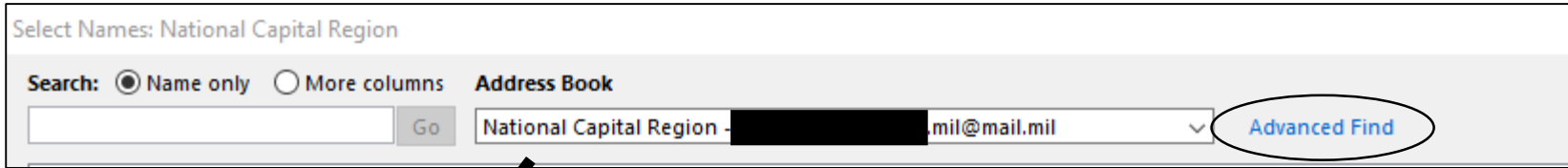


# How to do an Advanced Search in Outlook Address Book (By State / Army Garrison)

#1



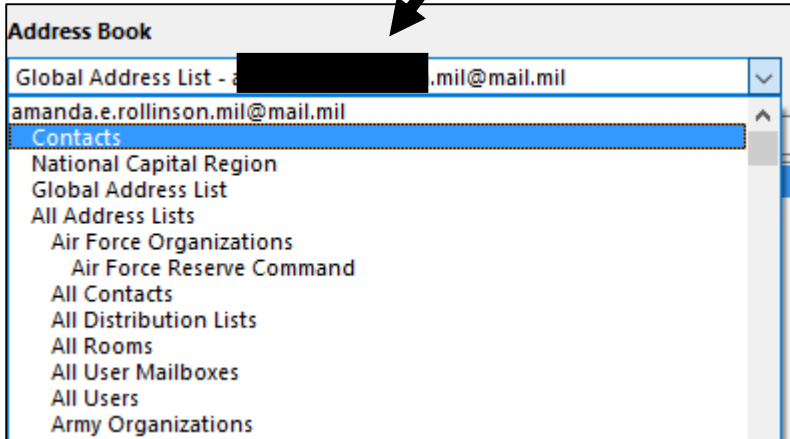
Select Names: National Capital Region

Search:  Name only  More columns Address Book

Go National Capital Region - [redacted].mil@mail.mil **Advanced Find**

Outlook defaults your address book to your local region, based on your information in MilConnect GAL

#2



Address Book

Global Address List - [redacted].mil@mail.mil

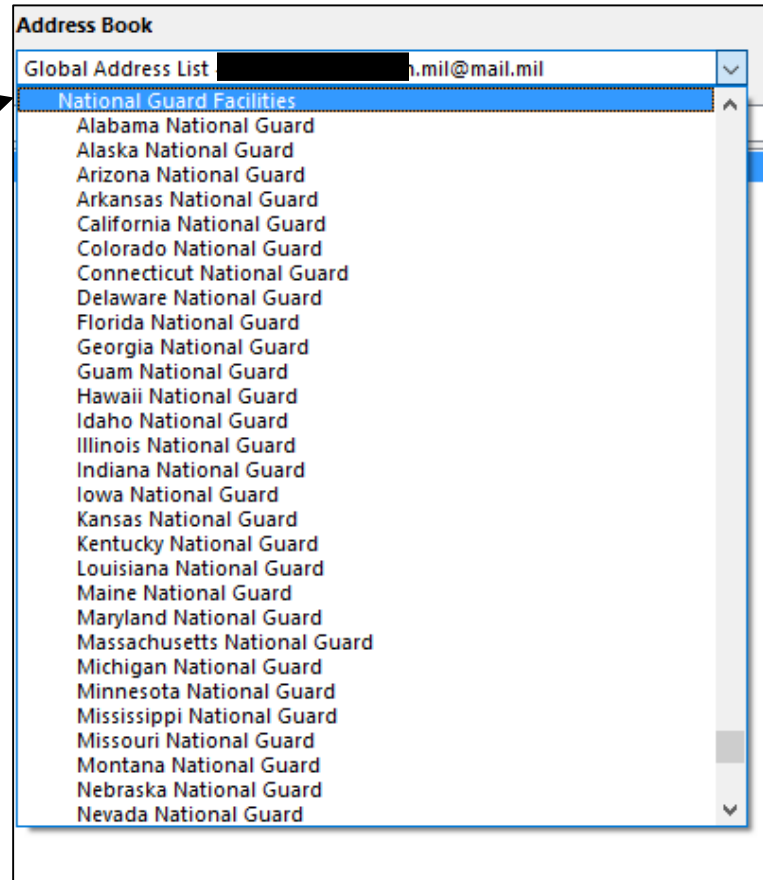
amanda.e.rollinson.mil@mail.mil

Contacts

- National Capital Region
- Global Address List
- All Address Lists
  - Air Force Organizations
    - Air Force Reserve Command
  - All Contacts
  - All Distribution Lists
  - All Rooms
  - All User Mailboxes
  - All Users
  - Army Organizations

Selecting the drop-down menu shows the option to stay in your local list, see Global Address List (GAL), or to see all Address Lists. All lists includes all Garrisons and All ARNG facilities.

#3



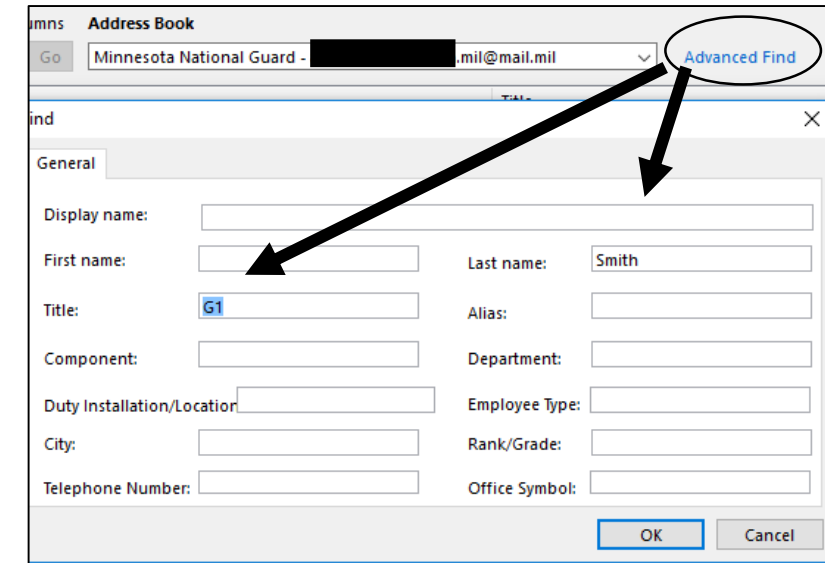
Address Book

Global Address List [redacted].mil@mail.mil

National Guard Facilities

- Alabama National Guard
- Alaska National Guard
- Arizona National Guard
- Arkansas National Guard
- California National Guard
- Colorado National Guard
- Connecticut National Guard
- Delaware National Guard
- Florida National Guard
- Georgia National Guard
- Guam National Guard
- Hawaii National Guard
- Idaho National Guard
- Illinois National Guard
- Indiana National Guard
- Iowa National Guard
- Kansas National Guard
- Kentucky National Guard
- Louisiana National Guard
- Maine National Guard
- Maryland National Guard
- Massachusetts National Guard
- Michigan National Guard
- Minnesota National Guard
- Mississippi National Guard
- Missouri National Guard
- Montana National Guard
- Nebraska National Guard
- Nevada National Guard

#4



Address Book

Go Minnesota National Guard - [redacted].mil@mail.mil **Advanced Find**

Find

General

Display name:

First name:  Last name:

Title:  Alias:

Component:  Department:

Duty Installation/Location:  Employee Type:

City:  Rank/Grade:

Telephone Number:  Office Symbol:

OK Cancel

Other helpful Title Searches include "OPM" or "Education Services"