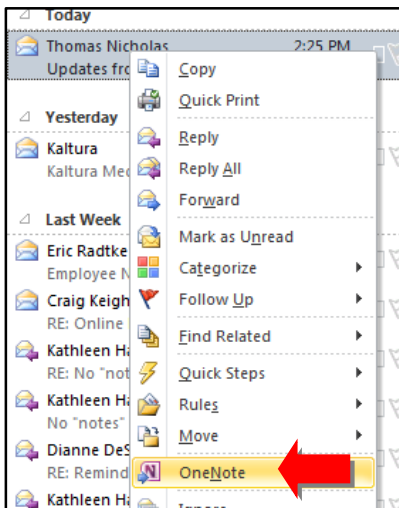


### Sending an Email from Outlook to OneNote

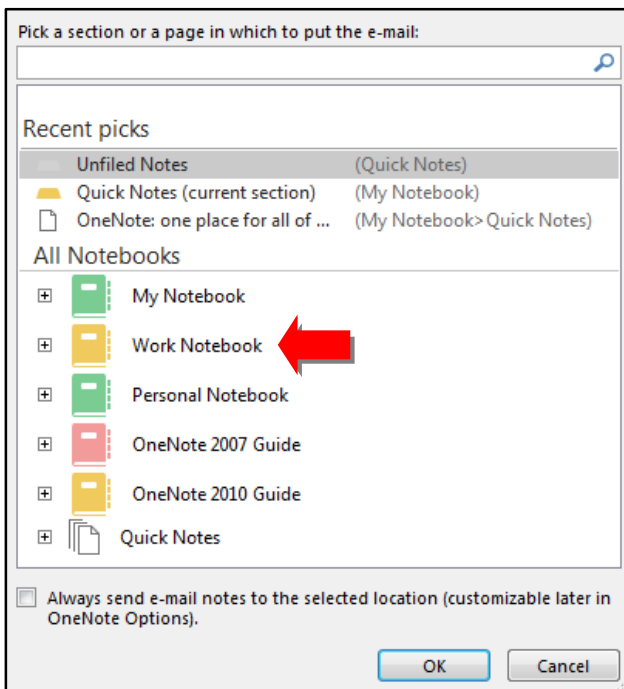
1. Right click on the email in Outlook you would like to send to OneNote.

**Note:** You can only send one email at a time to OneNote. Sending multiple emails at a time is not supported.

2. Select **OneNote** from the pop-up menu.



3. Select the Section where you would like to send the email.



4. Select **OK**.
5. The email will be copied onto a OneNote page.