

# Outlook Ribbon's Font Size is Scaled Too Large

1. Open Calendar in a NEW window (right click on the calendar icon on the bottom left of the Outlook form - choose "Open in New Window")
2. Close the Outlook Mail Window. This will leave the Calendar window the only active Outlook window
3. On the Calendar Window - Right Click on the Envelope icon and choose "Open in New Window"

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Revision #1

Created 2025-03-13 11:59:59 UTC by Ryan

Updated 2025-03-13 12:01:19 UTC by Ryan