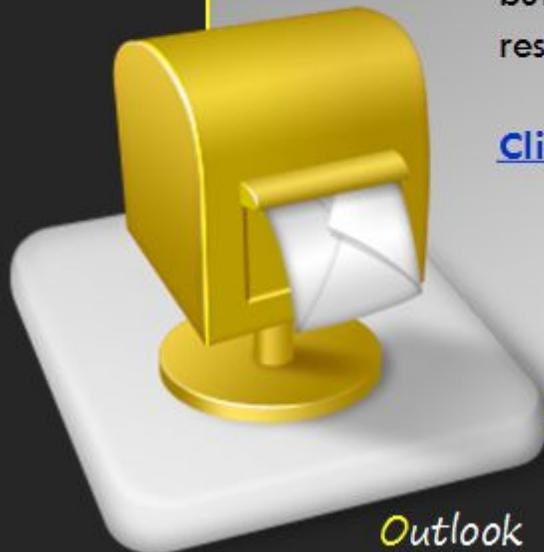# PRODUCTIV**IT**y

Review of Voting Response

We tackled the use of voting feature of Outlook the last time but we haven't discussed how we would know the voting results.
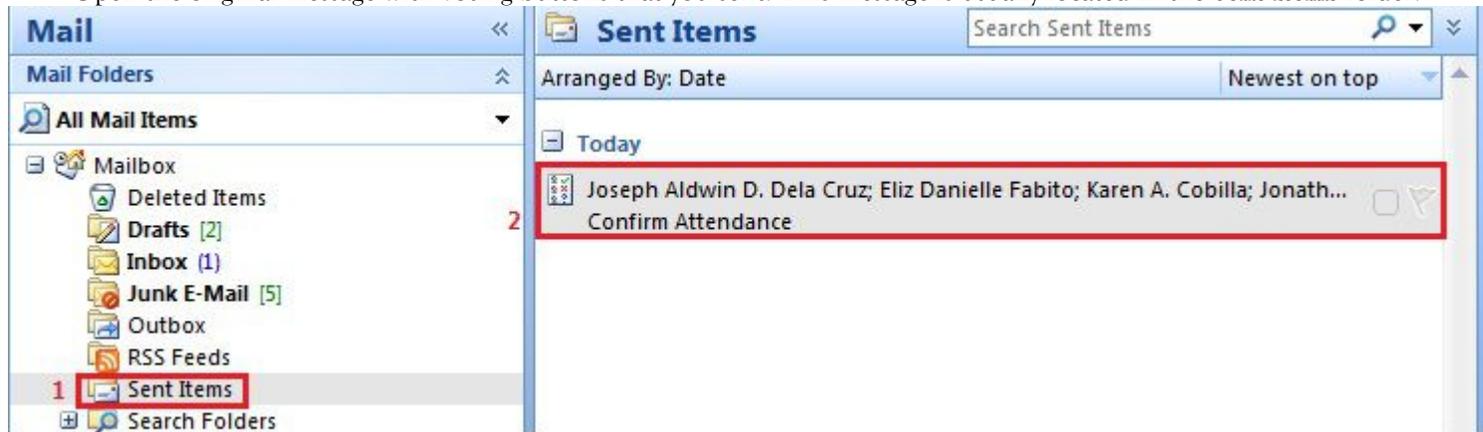
Click here to learn how review the voting response.
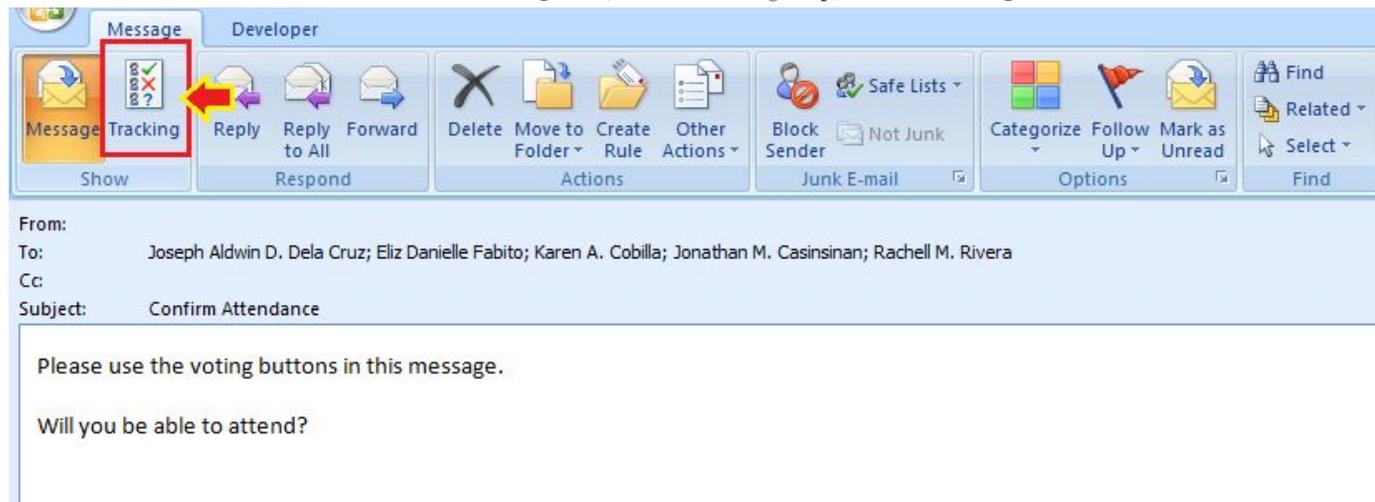
Outlook

Prepared by Information Security and IT Governance Division of ICT. ProductivI.T.y showcases tips & tricks on various office and branch applications.

1. Open the original message with voting buttons that you sent. This message is usually located in the **Sent Items** folder.

2. On the **Message** tab, in the **Show** group, click **Tracking**.

3. Voting results will be displayed.

Note: **Tracking** does not appear until at least one recipient of the e-mail message has replied with his or her vote.

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ProductivI.T.y tip 224 (Outlook) Review of Voting Response