

Outlook - How To Set-Up a Unified Mailbox

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When you have multiple accounts (and therefore emails) set up in Outlook, Microsoft does not have (yet) the functionality to view all messages in all inboxes at once.

This shows you how to do it.

Open your Visual Basic Editor (alt-F11) and create the following macro :

```
Sub UnifiedInbox()  
Dim xExplorer As Outlook.Explorer  
Dim xSearch As String  
On Error Resume Next  
xSearch = "folderpath:Inbox"  
Set xExplorer = Outlook.Application.ActiveExplorer  
xExplorer.Search xSearch, olSearchScopeAllFolders  
Set xApp = Nothing  
End Sub
```

You can do the same for displaying ALL sent items from all mailboxes at once too :

```
Sub UnifiedSentbox()  
Dim myOlApp As New Outlook.Application  
txtSearch = "folder: (Sent Mail) sent: (this week)"  
myOlApp.ActiveExplorer.Search txtSearch, olSearchScopeAllFolders  
Set myOlApp = Nothing  
End Sub
```

From there, open the visualisation of your macros (alt-F8) and choose the query to run.

It is that easy !