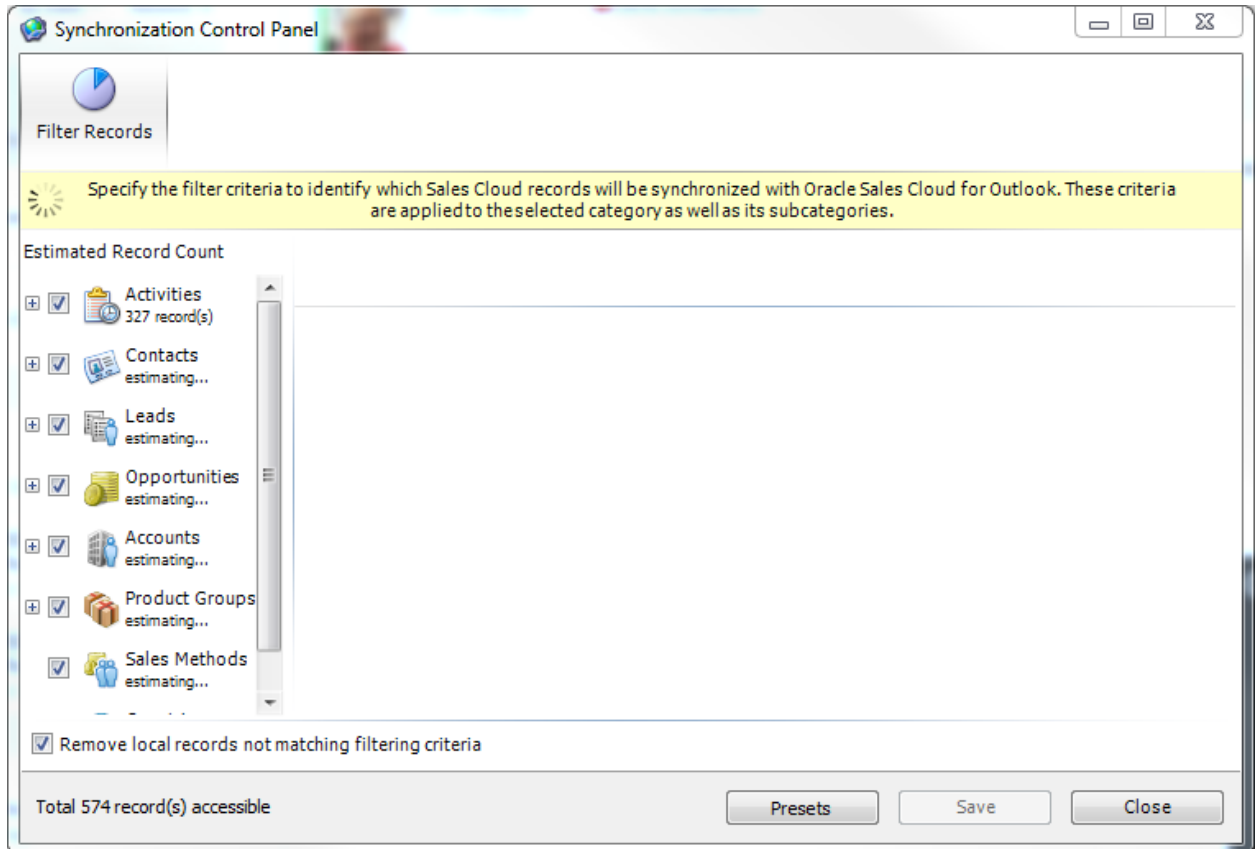
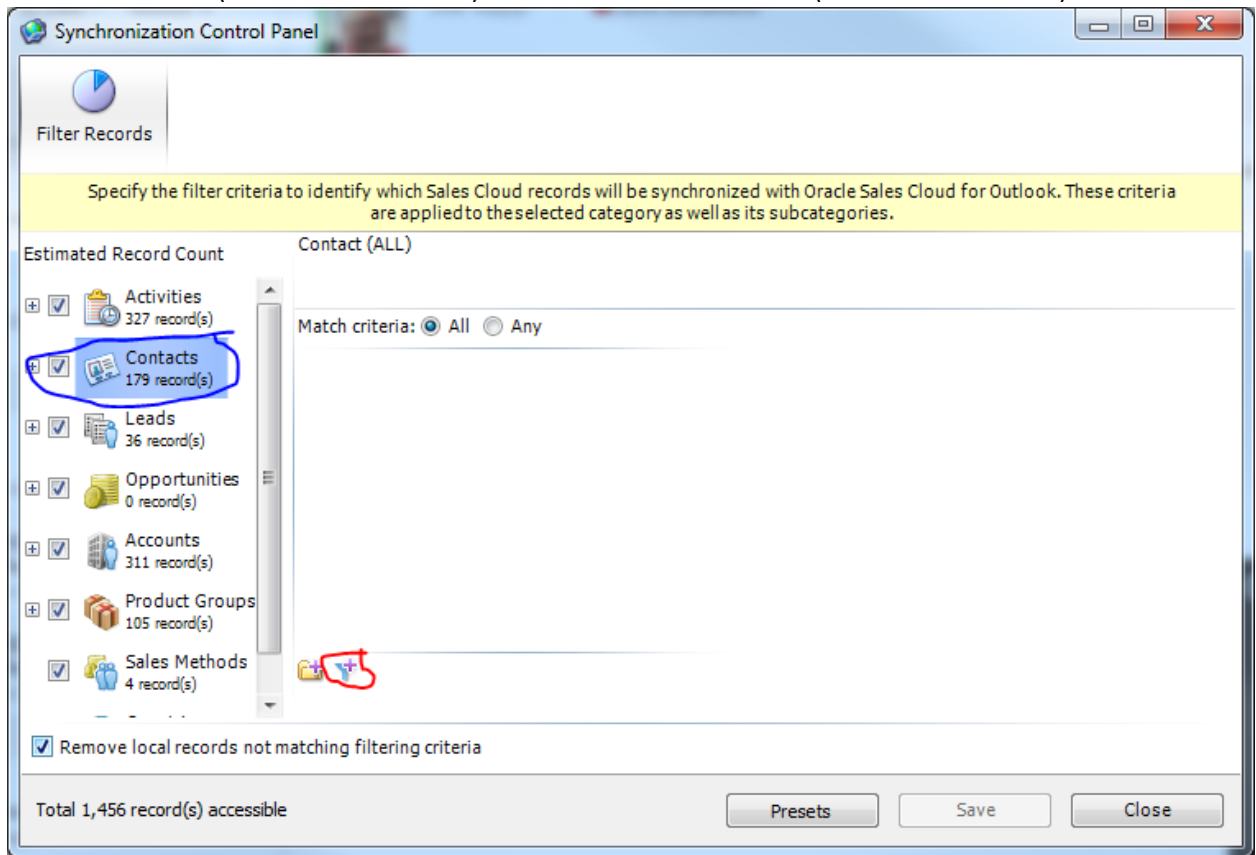


## Display only your own contact with the Sales Cloud Plug-in

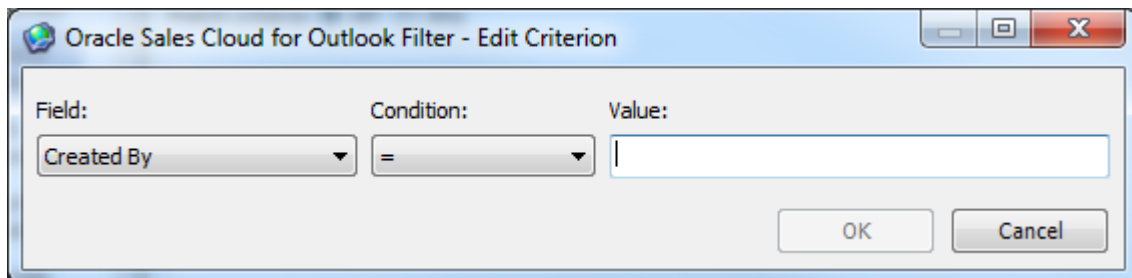
1. Right click on the blue Sales Cloud icon in the lower right corner of your screen
2. Click Open Control Panel
3. Select Filter Records



4. Click on Contacts (circled in blue below) > then select the filter icon (Circled in red below)



5. In the new window that pops up select the Field "Created By" > in the Value box type in your Sales Cloud user name



6. Click OK
7. Click Save
8. Click Close

You should now only see your own contacts from Sales Cloud in Outlook