

## Power Training Services WA (PTS)

### KNOWN ISSUE WITH OUTLOOK 2013 AND PTS CLASS CONFIRMATION EMAIL

#### COMMUNICATION DATE OF ISSUE:

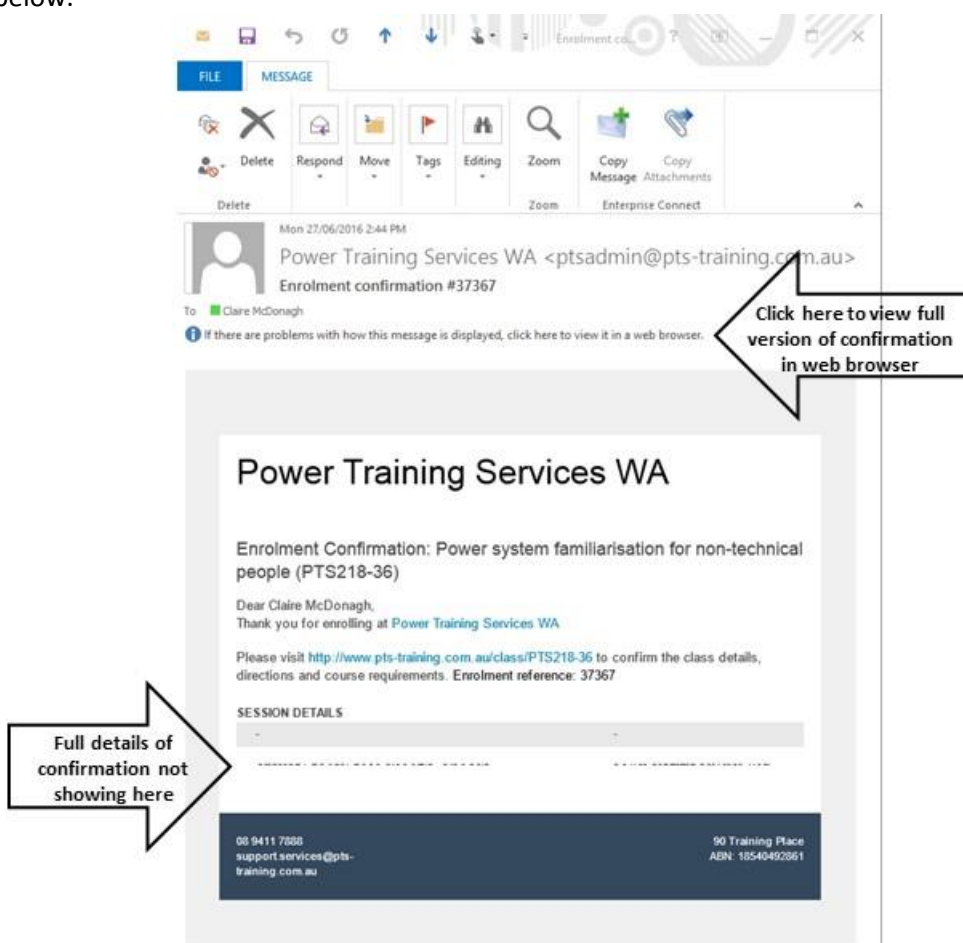
6 July 2017

#### BACKGROUND:

Western Power has recently changed its email application to Microsoft Outlook 2013. Microsoft Outlook 2013 does not show the full content of the PTS enrolment confirmation emails sent to participants when they are enrolled on a course.

#### ACTION:

Please click on the '**view in web browser**' option to see the full content of the email as per the example below.



#### CONTACT & HELP:

PTS training administration, Monday to Friday 7:00am to 3:00pm on 9411 7888, or email [ptsadmin@pts-training.com.au](mailto:ptsadmin@pts-training.com.au)

Kind regards,

Western Power, Power Training Services WA

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