

Microsoft 365 Email and Calendaring - How do I use Automatic Replies?

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This article refers to the Microsoft 365 Email and Calendaring. If you're looking for Exchange Email and Calendaring on the Exchange On Prem Server, see: [\[istcontrib:MIT Email Setup Landing\]](#).

If you're not sure which system you're using, see: [\[istcontrib:How do I tell if my email and calendaring data is on the Exchange On Prem Server or using Microsoft 365?\]](#)

Out of Office Assistant is now called Automatic Replies.

- [How to use the Out of Office Assistant in Outlook for 2013, and 2016](#)
- [Send automatic "Out of Office" replies from Outlook 2016 for Mac](#)
- [Outlook on the Web Automatic Replies](#)

See Also

- [\[Microsoft 365 - Email and Calendaring Landing Page\]](#)
- [Microsoft 365 - Email and Calendaring - Known Issues](#)
- [Microsoft 365 - Email and Calendaring - FAQ](#)