

How to change your email

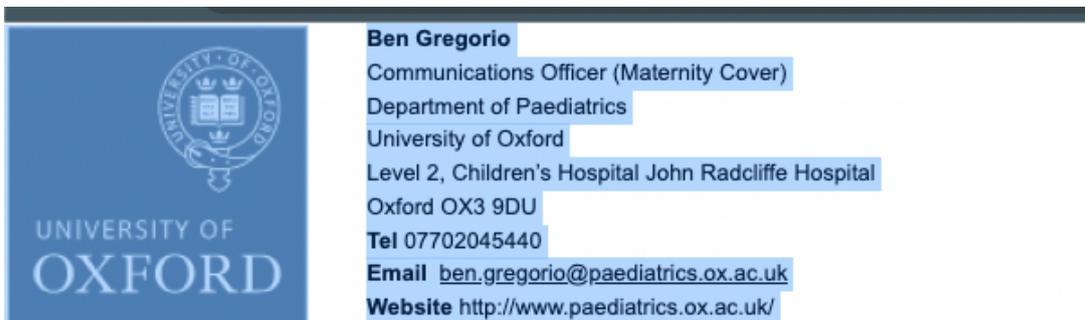
Step 1: download the htm file from the brand kit and open in your browser



PAEDIATRICS COMMUNICATIONS BRAND KIT

- Paediatrics logo
- Paediatrics & Oxford University combined logo
- Paediatrics letterhead template
- Paediatrics Powerpoint template
- Paediatrics email signature template
- How to guide - edit email signature address block instructions

Step 2: Open the HTM file in chrome and Click CTRL A /CMD A (macOS) then CTL+C / CMD C (macOS)



Step 3: Paste the signature in your Outlook signature editor

Signature Name: Paediatrics signature



Ben Gregorio
Communications Officer (Maternity Cover)
Department of Paediatrics
University of Oxford
Level 2, Children's Hospital John Radcliffe Hospital
Oxford OX3 9DU
Tel [07702045440](tel:07702045440)
Email ben.gregorio@paediatrics.ox.ac.uk
Website <http://www.paediatrics.ox.ac.uk/>



Step 4: Edit the address block using the 'How to guide'



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