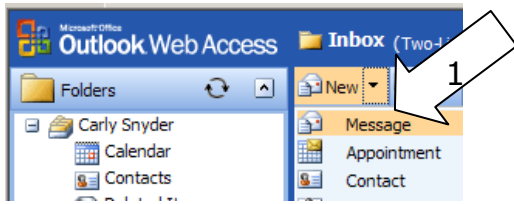


How to Email Attachments Using Outlook

1. Click New and Select Message



2. Click Attachments:

3. Click Browse...

4. Locate and Choose File

5. Click Open

6. Click Attach

7. Click Close

8. Finish Your Message and Send



Make sure your Pop-up Blocker is turned OFF

