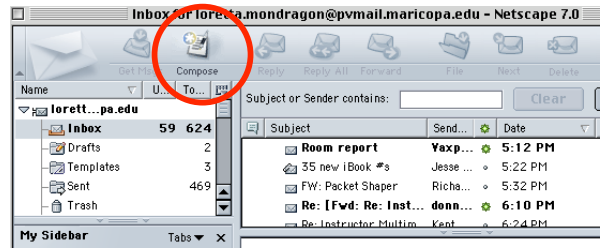
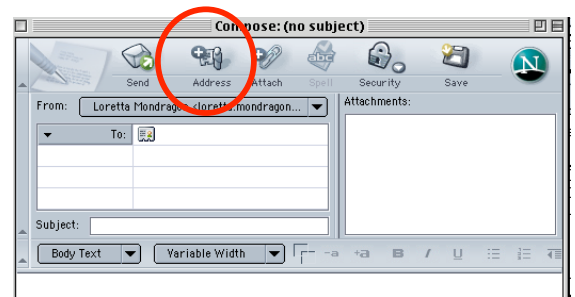


How to Attach your MS Word Document in Memo

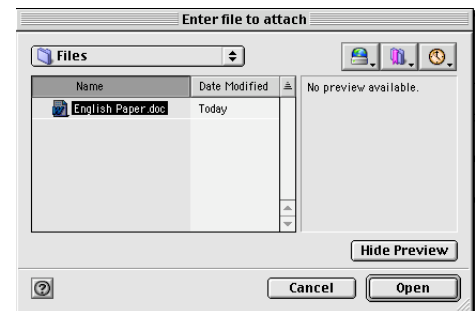
1. Open Netscape and select Mail & Newsgroups under the Window Menu.
2. Log on to your account.
3. Click on the **Compose** button.



4. Enter your email address in the **To:** box
5. In the **Subject** field enter a title
6. Click on the **Attach** button at the top of the screen.



7. Browse to the file you want to attach.
8. Click **Open** this will attach your document to your email.



9. Click the **Send** button. A copy of your email will be Sent to your Sent folder.

