
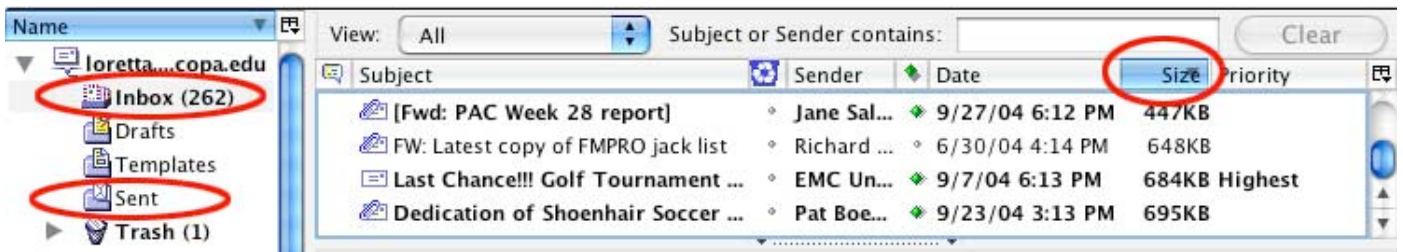
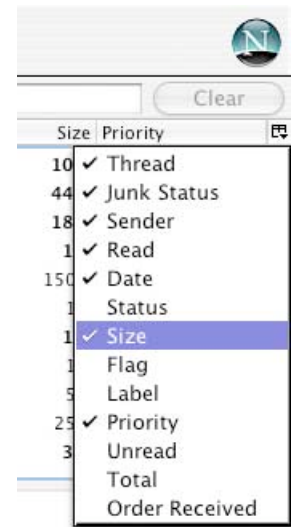


Running out of Memo Space?

1. Open Netscape and your Mail window.
2. On the Far Right side you will see a Box with an Arrow Pointing Down 
3. Click on this box to view the Drop Menu.
4. Select Size from the Drop Menu (This will place a check mark next to it).
5. The Size Column will now appear in your column selections.



6. Click on the Size Column. This will sort your emails by Size.
7. Delete the larger messages you do not need.
8. Select your Sent Folder (over on the left side of your screen).
9. Delete any larger sent message you have, that you do not need.
10. Under the File menu Select Empty Trash.
 - a. This will empty your trash off of the server space.