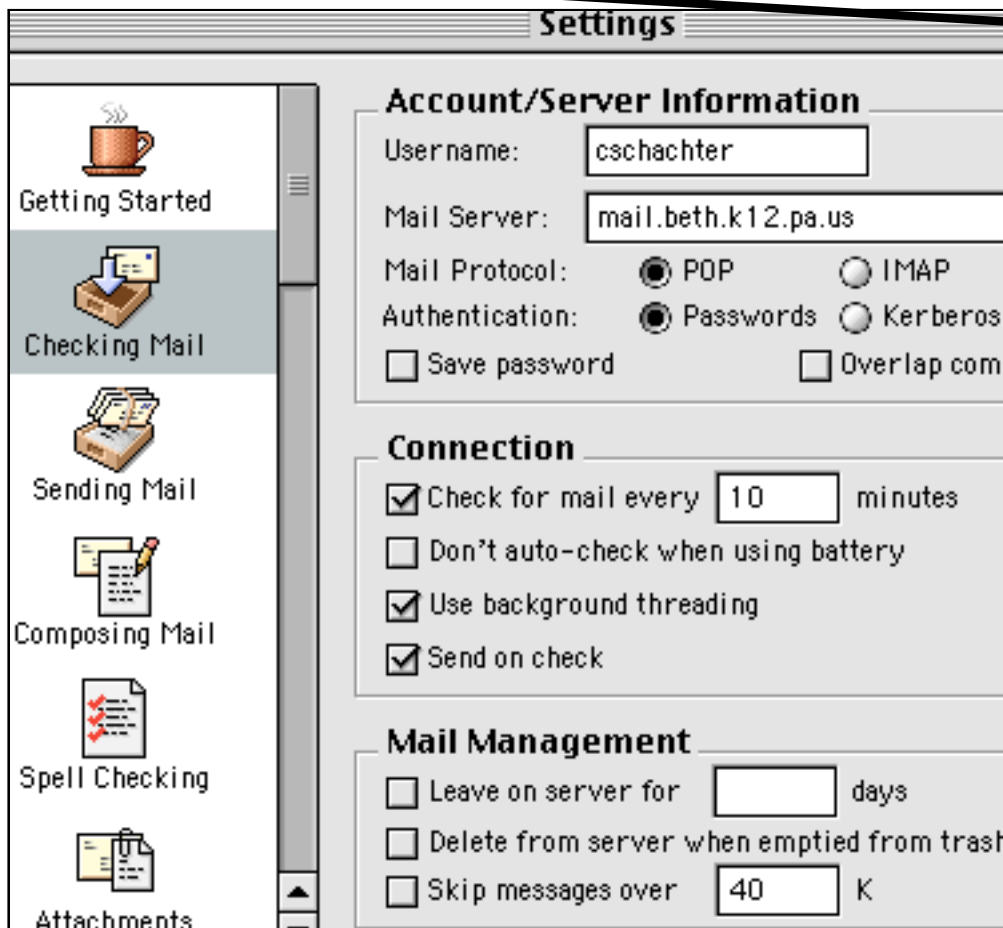
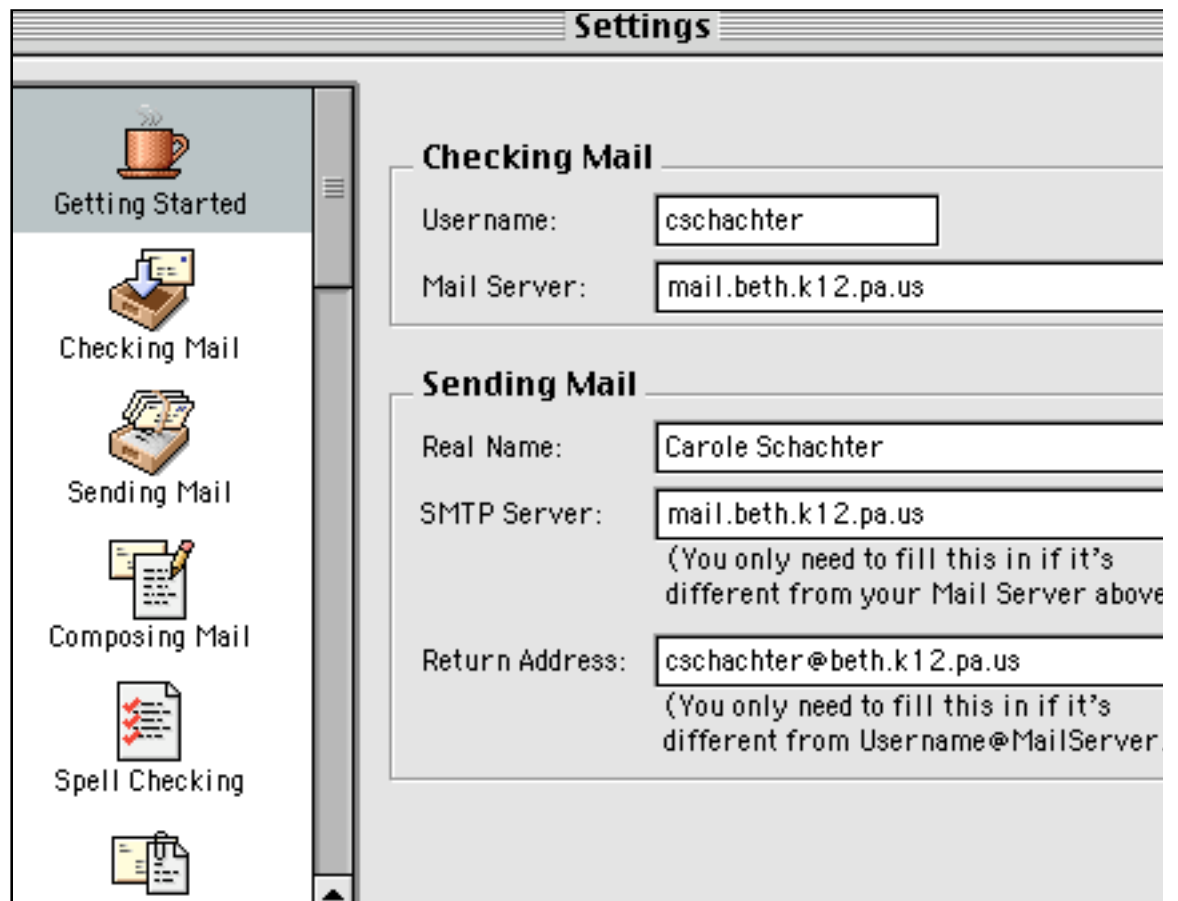


Set Eudora Settings

1. Double Click on the Eudora folder to open it.
2. Double click on the Eudora icon to open the application.
3. Go to **Special** in the menu and drag down to **Settings**.
4. Highlight each topic in the left part of the screen and configure each menu item according to the diagrams and your preferences.



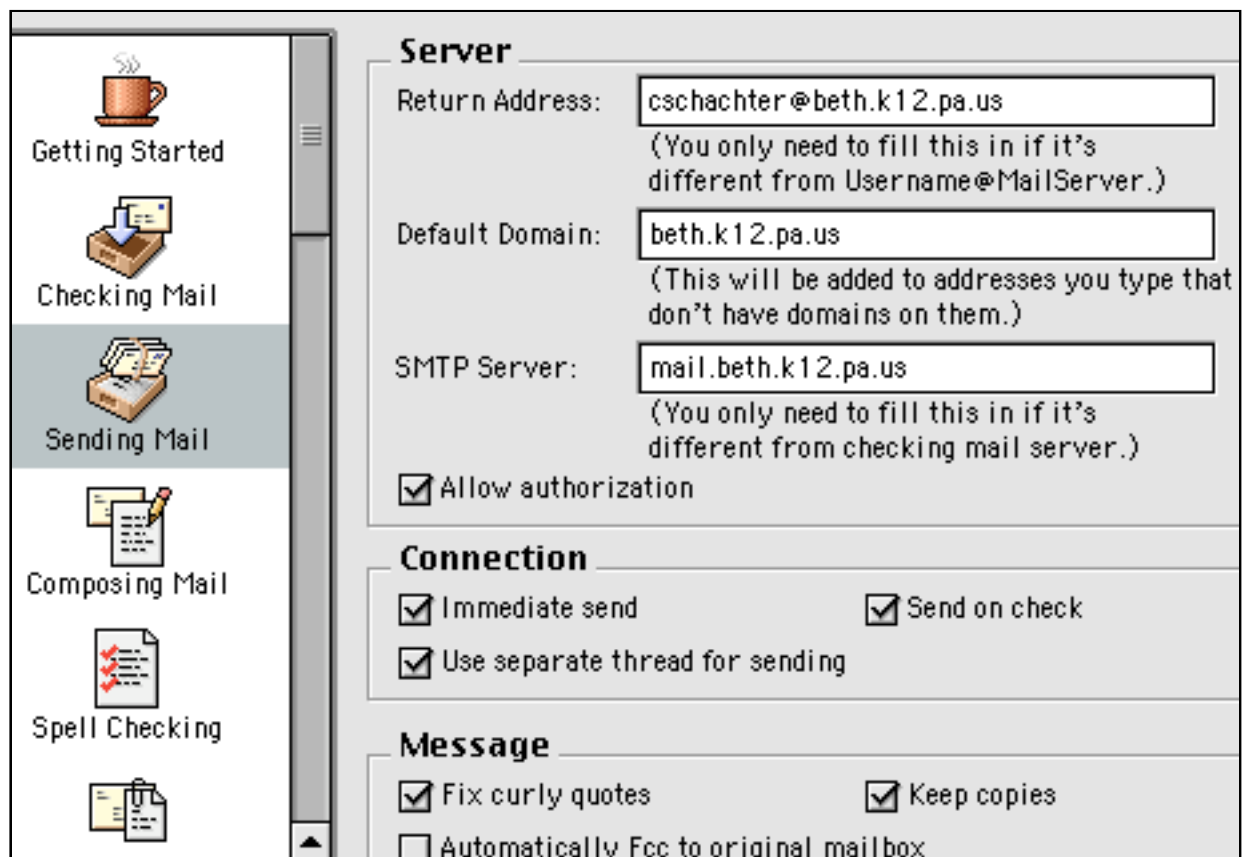
DO NOT click OK

until you are finished with **all** of the settings. If you do, go back up and select **Settings**. Not all settings are listed here. Many depend on your personal preferences. Use the Help menu when in Eudora if you need clarification.

NOTE: The POP account contains the word **mail**, but your e-mail address and return address **do not**.

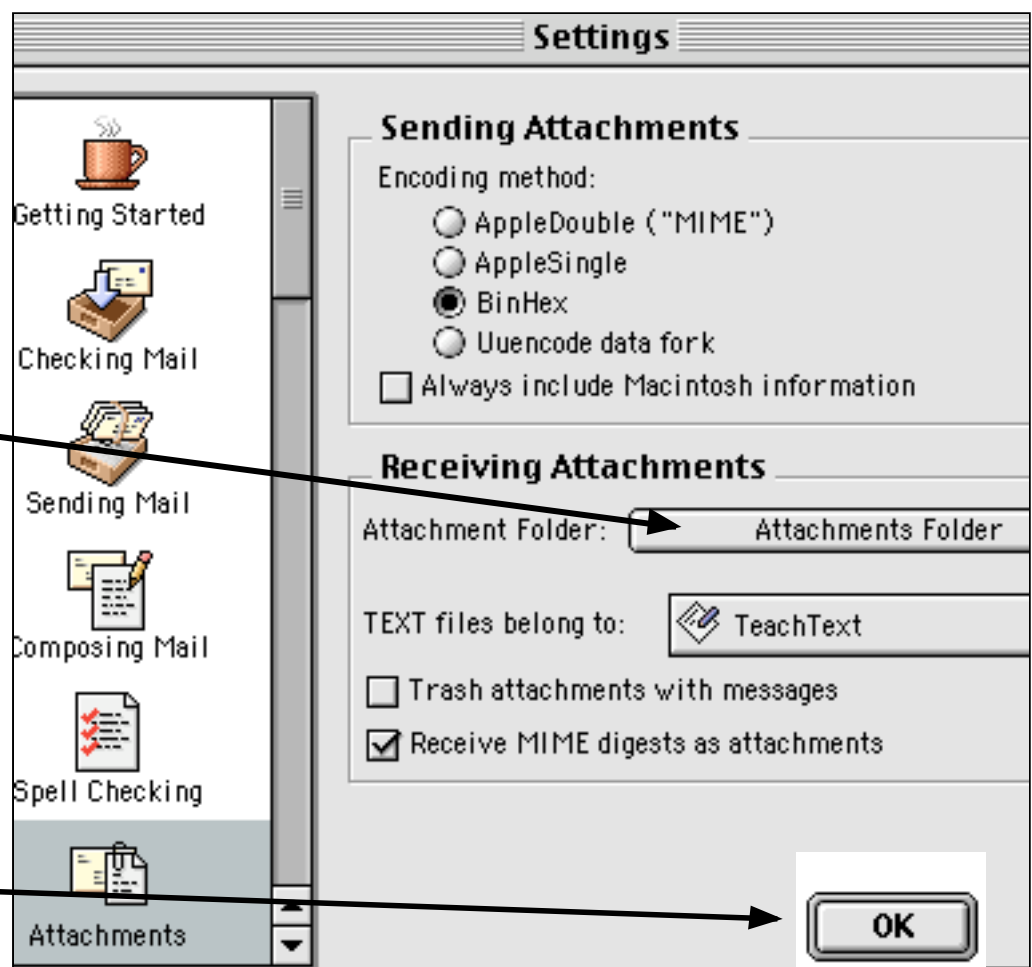
(revised 1/22/02)
by CDS

Set Eudora Settings



1. Attachment folder:

2. Make a folder in your Documents folder for your e-mail attachments. On some computers, a folder already exists in the Internet folder.
3. Go Back to Your Settings in Eudora.
4. Click on the button that says "Attachments".
5. Use the dialog box to find the folder you created. **Attachments** will be at the top of the dialog box and the box should be empty.
6. Click Use Folder.



When you have finished creating your Settings, click OK or press the Return Key