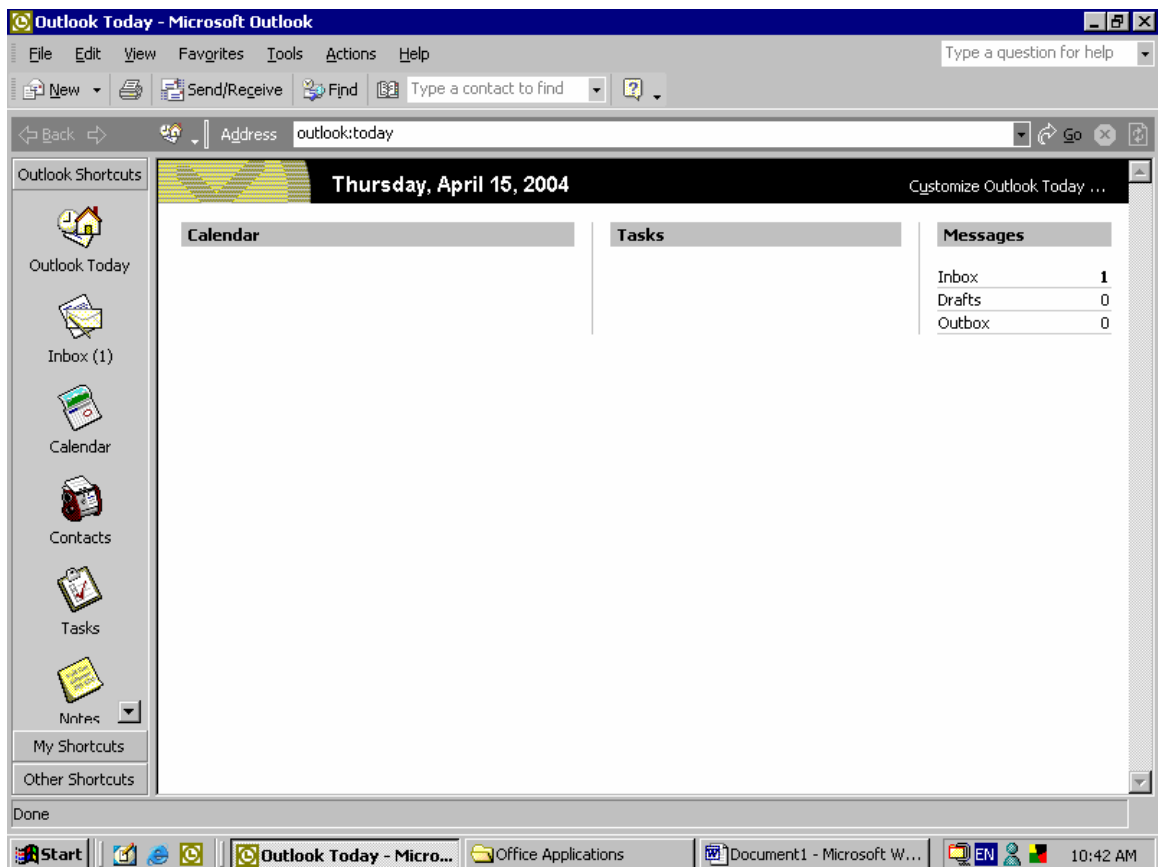


# 3.1 Outlook and email

Turn on your computer and Log In to WinstonNet

*Double-Click* on the *Check your email Icon*

The following window should appear



Click on the *Inbox Icon* (in the Outlook Shortcuts area)

The Inbox window should appear

The upper part of the Inbox lists the emails that are currently available  
(Including one from me and two from the Help Desk)

The lower part shows the text of whichever email is highlighted