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| Exercise |

In this exercise, you will export the attachment to H:\DOC.

1. Select the attachment                    *You should still be in the Browse window.*

2. Click on **ATTACHMENT** in the Menu Bar

3. Click on **EXPORT**

4. Select the H: drive

5. Double-click on the DOC directory

6. Click in the **FILENAME** field and type a
   filename not exceeding 8 characters
   (extension is optional)

7. Click on the **MARK** command button

8. Click on **OK** , **CLOSE** or **CANCEL** the
   Export window

10. Exit the **BROWSE** window               *Switch to WordPerfect with ALT+TAB to
                                              verify.*