

**Exercise**

Using the method outlined above, browse the message which contains the attachment.

1. Open the INBOX folder
2. Double-click on the message which contains the attachment *The covering note will appear with a list of attachments.*
3. Double-click on the attachment *An error message will appear, if the attachment cannot be browsed. In such a circumstance, export the attachment and use the same software package that created it, to read it.*

OR

Click on ATTACHMENT in the Menu Bar

Click on the BROWSE option

4. Read the attached document, but do not exit the attachment in order to continue to the next exercise *To continue in the next exercise.*