

SELF-CHECK EXERCISE

1. Change the **USER MAIL PROFILING** so that the default path for exporting attachments is set to H:\DOC.
2. Change the **MESSAGE OPTIONS** so that a status report is received whenever the message has been read by the recipient.
3. Modify the **TOOL BAR LAYOUT** to include the Exit button.
4. Enable the **NEW AFTER SEND/SAVE** option.