CREATING MESSAGES WITH ATTACHMENTS

ICONDESK's Attachment function allows, via electronic mail, the transmission of one or more files to other users. The attachment will be a document or file created with a software package such as WordPerfect or QuattroPro.

The message note accompanying the attachment should include information about the application software used to create the document, along with any personal comments.

Add Attachments

Blsys Filing

Cabinet: `abbotth`   [↓]   [Query ...]   [OK]

Folder: [   ]   [↓]   [Cancel]

Document: [   ]   [↓]   [Add]

Workstation

Drives [▦ c: dos5_ ▼]   Directory: `c:`   FileName: [   ]

Directories   Files

- c:\   autoexec.bat
- doc   autoexec.i44
- dos   autoexec.syd
- icondesk   command.com
- ois   config.sys
                                                       ewslerr

Attachment

Description: [   ]   Format: [   ]

Description | Format | Convert to: [   ] [↓]

                                                       [Delete]

ATTACHMENT TIP:
Always use WPE (in the format field) when attaching WordPerfect for Windows files. This will create an association so that ICONDESK is instructed to launch WordPerfect for Windows, when browsing the attachments within ICONDESK.