

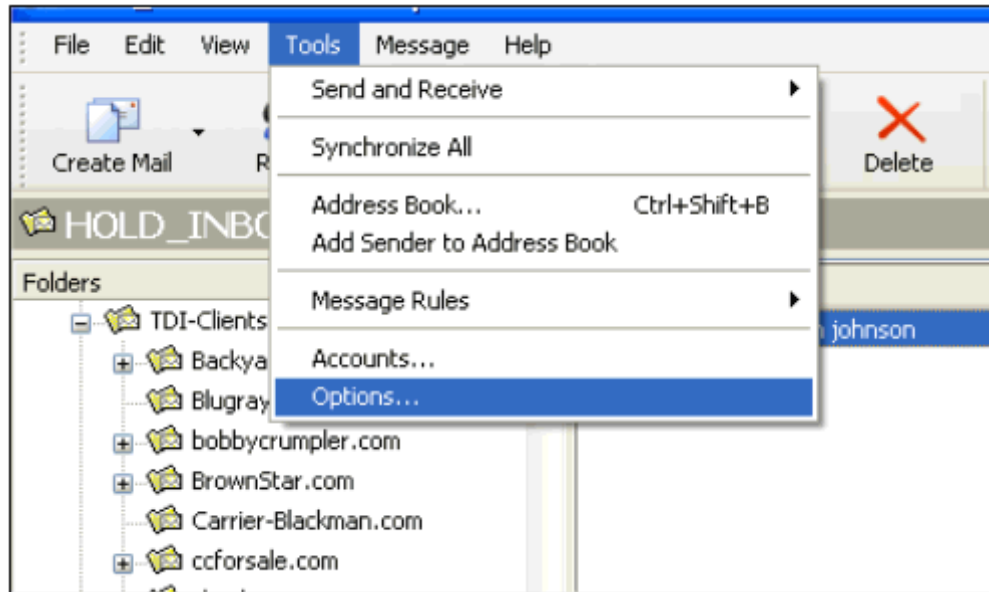
## **HELP DESK: VIEWING IMAGES IN EMAIL NEWSLETTERS**

SOFTWARE PROGRAM USED: Outlook Express Email Browser

It has come to my attention at some of you cannot view the images sent within the newsletters. Here is how you overcome this issue. Microsoft in its wisdom to protect you from junk has a default setting to prevent images from being displayed. How silly is that!

**STEP 1:** Select TOOLS from the menu bar at the upper left corner of the email browser.  
A drop-down menu appears. (See illustration below. Note the blue highlights).

**STEP 2:** Select OPTIONS within the drop-down menu to activate the options window.



STEP 3: Select the SECURITY TAB. (See illustration below).

STEP 4: Un-check the DOWNLOAD IMAGES box. Do not have the green arrow active in this box.

STEP 5: Click on the APPLY button in the lower right-hand side of the OPTIONS window.

Now you will be able to view the images sent within the email newsletters. Enjoy!

