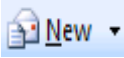


Microsoft Outlook – The Untitled Message Screen



The Untitled Message Screen

1. Click on **New** to create a new Untitled Message. 
2. **Address bar**, the recipients Email address.
3. **Subject**, subject of the Email.
4. **Message body**, the text that you wish to send.
5. **Send**, click send to send the Email to the recipient(s).

The Untitled Message screen.

