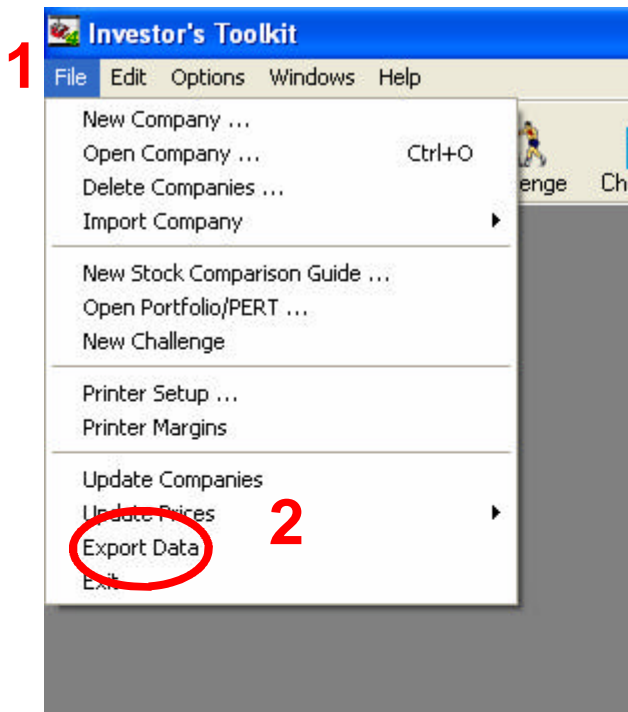


Exporting Data

Sending An SSG by e-mail



Sharing an SSG with others is easy to do. Insert floppy disk into the A drive and then

- [1] Click on File
- [2] Click on Export
- [3] Select company SSG to export
- [4] Highlight "3½ Floppy [A]"
- [5] Click on "OK"
- [6] Go to your e-mail program and type in the addressee's name. Then attach the SSG from the floppy to your e-mail. Send e-mail.

YOUR RECIPIENT MUST HAVE TOOLKIT INSTALLED ON HIS/HER COMPUTER TO OPEN THE SSG YOU ARE SENDING.

