



## Microsoft® Internet Explorer 7 (IE7)

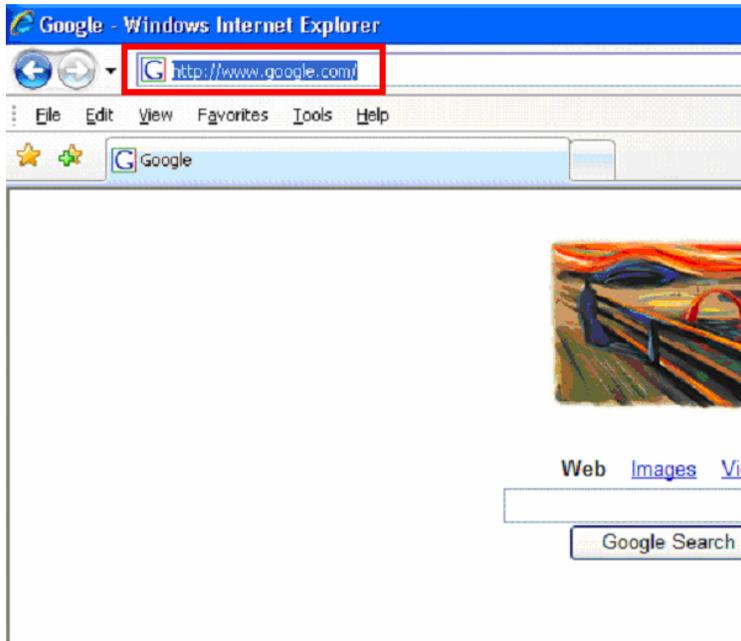
### How to Send a Web Page

#### Use this document if:

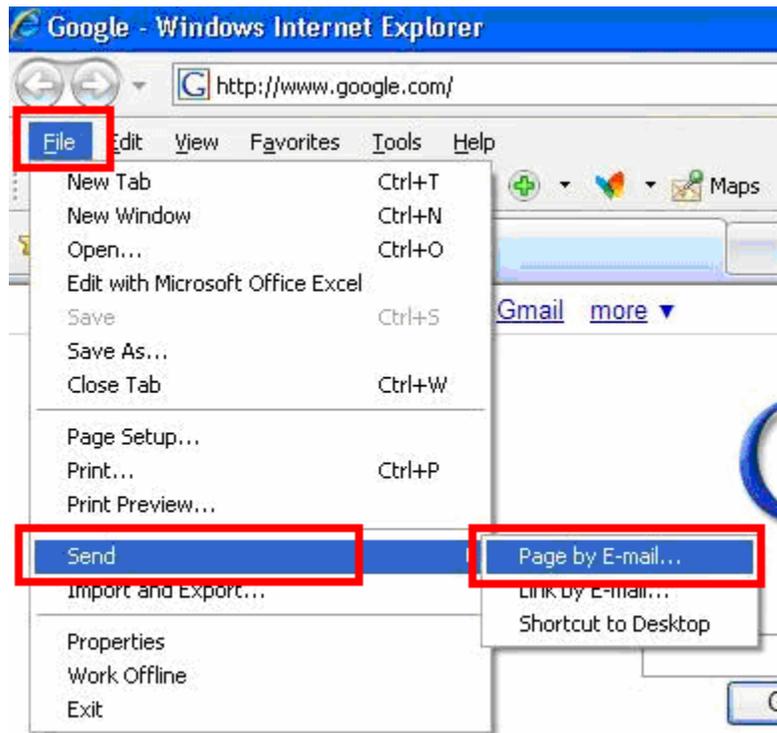
- You want to use e-mail to send a Web page to someone.

#### This document assumes:

- You have IE7 installed and are using it.
  - You are connected to the Internet.
1. Confirm that you've established a default e-mail client in your version of Internet Explorer. To do this:
    - On your Windows taskbar, select **Tools**, then select **Internet Options**.
    - On the "Internet Options" page, select the **Programs** tab.
    - In the **E-Mail** drop-down menu, select the name of the e-mail client that you typically use.
    - Select **Apply**.
    - Then, select **OK**.
  2. Open **Internet Explorer**. Type the Web site address for the Web page you want to send via e-mail. Then, select **Enter**.

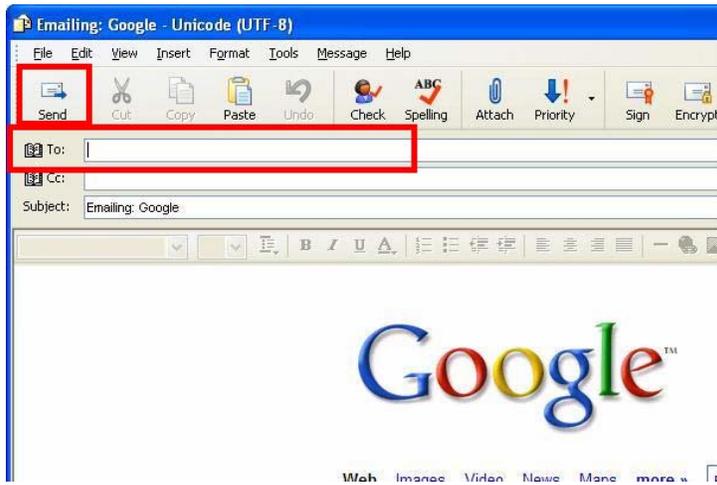


3. Select **File**. Select **Send**, then select **Page by E-Mail**.



4. Your default e-mail window will open and populate a new message with the Web page. The **Subject** field is populated automatically with the Web page title.

5. Type the e-mail address of the recipient in the **To** field. If you want, type a message in the body of the e-mail.



6. Select **Send**.