

# Photoshop Elements 5.0

## SEND EMAIL

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Like its predecessors, Elements 5.0 lets you send photos from within program. Here's how to do it.

### 1-0. SET PREFERENCE

Before you can send email using Elements, you must make choices in the Preferences. To do so:

1-1. From the MenuBar, select Edit ► Preferences ► Sharing (Figure 1).

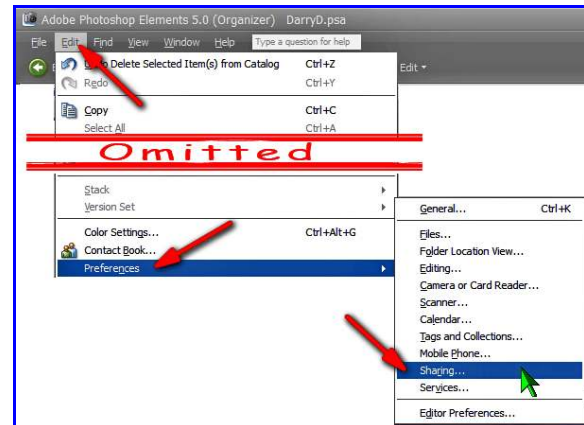


Figure 1

1-2. Make choices:

- ❶ In the left column, click on “Sharing.”
- ❷ Select your e-mail client. For most users, that is Outlook Express.
- ❸ You can decide to make any comments in email a part of the captions for photos.
- ❹ You can revert the preferences back to the original settings which includes using Outlook, not Outlook Express.
- ❺ Click on “OK” button when done.

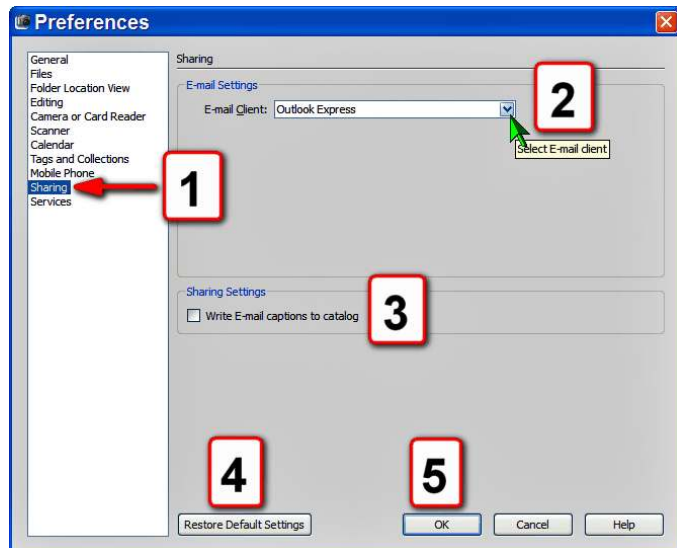


Figure 2

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## 2-0. SEND EMAIL

Sending email from within Elements requires simple choices:

2-1. Click on the photos or photos you wish to send (**Figure 3**). I recommend sending only one photo per email — especially if the recipient is using dial-up.

2-2. From the MenuBar, select File ➤ E-mail (**Figure 4**).

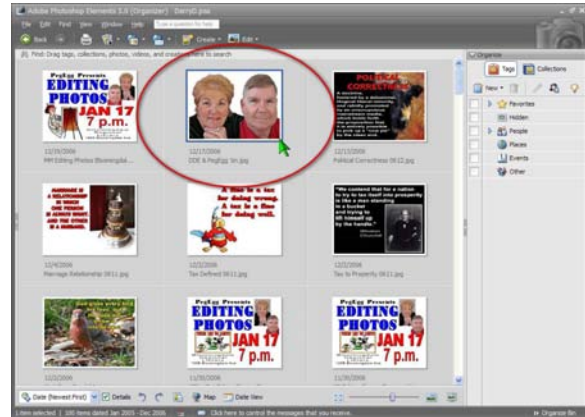


Figure 3

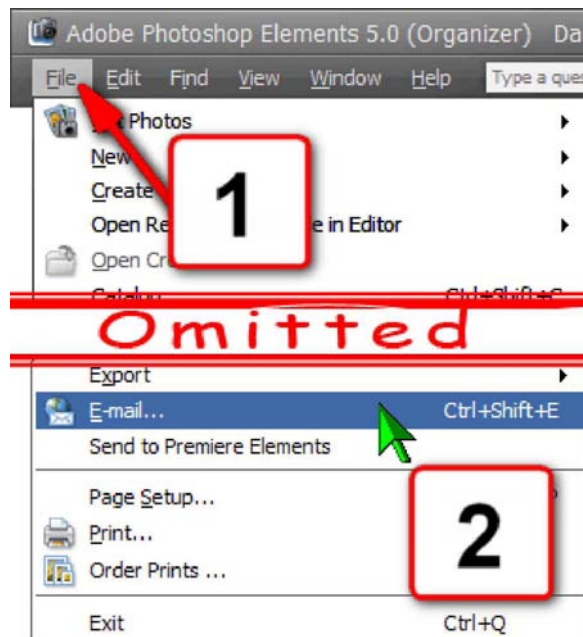


Figure 4

2-3. The Attach window (**Figure 5**):

- ❶ The photo you selected appears.
- ❷ Click here to add more photos.
- ❸ Click on the recipient. (You must add names & addresses to Elements separate from what you have listed in Outlook Express.)
- ❹ Selecting HTML is the best format.
- ❺ You can include captions.
- ❻ You can Left-click, hold, and drag over the automatic text to make comments.
- ❼ Click “Next” button.



Figure 5

2-4. The Stationery & Layouts Wizard appears (**Figure 6**):

- ❶ You can change the frame.
- ❷ You can Left-click, hold, and drag to change the automatic text.
- ❸ When you're satisfied, click on the "Next Step" button.



Figure 6



Figure 7

2-5. You can embellish your frames (**Figure 7**):

- ❶ Embellishments are in the left column.
- ❷ You can change the text that will appear in the "text area" of the email.
- ❸ The photo, with the frame and any embellishments, appears.

2-6. Outlook Express opens (**Figure 8**):

- ❶ The recipient's name appears. (You can add recipients.)
- ❷ You can change the automatic Subject line.
- ❸ You can add text in the text area.
- ❹ The photo you selected appears after any text.
- ❺ Click on the "Send" button to send it.

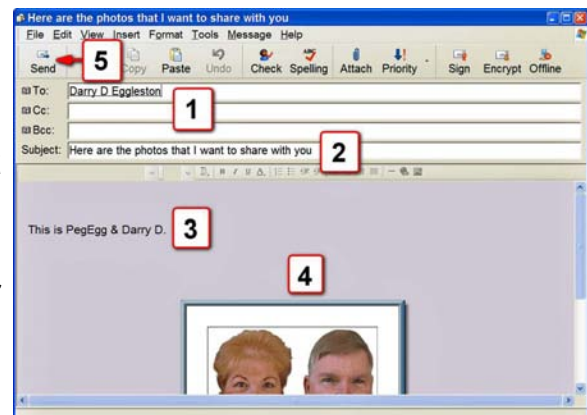


Figure 8

2-7. The recipient sees the email that you sent (**Figure 9**).

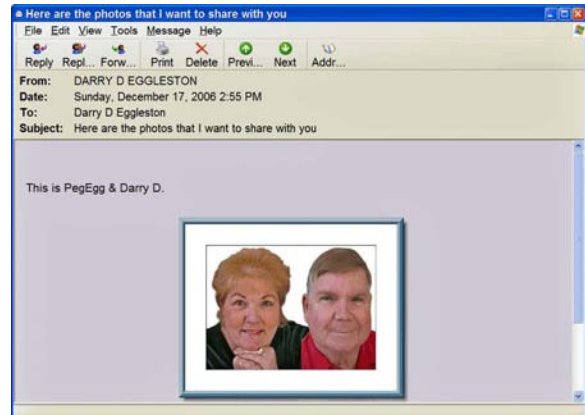


Figure 9