Receiving E-mail

When you start your mail program and check your mailbox, you see a list of the messages you have received.

Although the way the mail looks on the screen depends on your mail software, most mail programs initially display the sender's name, the date sent, and the subject of each message.

Select the message you want to view. When you open a message, the full text appears on your screen. You will see the header with addressing information and the body containing the sender's message.

Now let's understand this process in detail using either of the following:

<u>Receiving E-mail Through Outlook Express</u> <u>Receiving E-mail Through Netscape Communicator</u>