

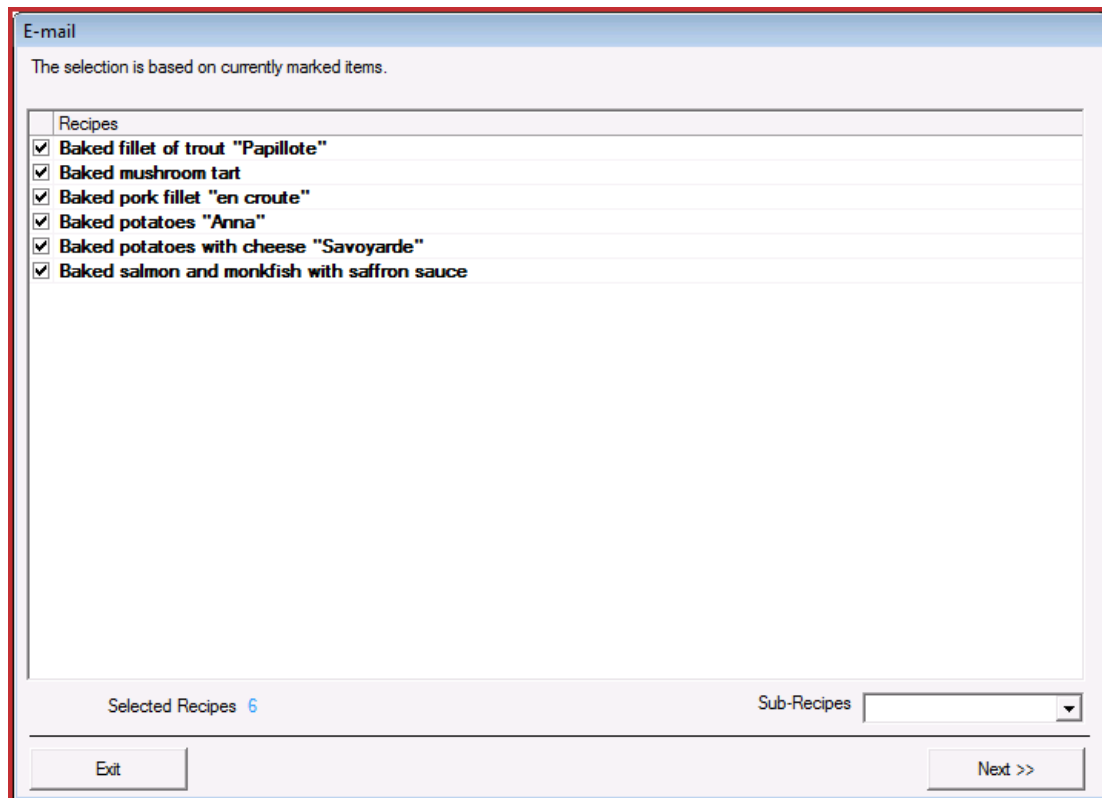
HOW to E-MAIL RECIPES

CALCMENU allows you to share your recipes to other people without the program by sending it to them via e-mail.

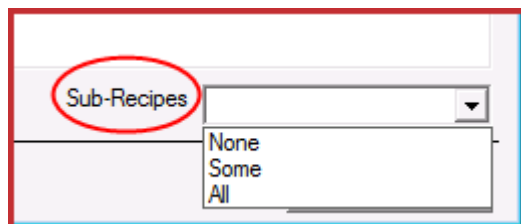
Important: You need to be connected to the Internet to use this feature.

To send recipes via e-mail, do the following,

1. On the Main menu, click *Recipe*> *Recipe List*. The Recipe List appears.
2. On the Recipe List, select the check boxes of the recipes you want to send.
3. On the Main menu, click *Tools*> *E-mail*. The **E-mail** dialog box appears. It displays the recipes to be sent.



4. On the **Sub-Recipes** drop-down list, select whether to include **None**, **Some**, or **All** sub-recipes of the main recipes you selected.



5. Click **Next**.

6. On the **E-mail** text box, type the e-mail address of the intended recipient.

The screenshot shows the 'E-mail' dialog box with the following fields and values:

- Your E-mail:** joyce@calcmenu.com
- E-mail:** joyce.cayamanda@eg-software.com
- Subject:** EGS CALCMENU Recipes
- Message:** To view the recipes in the XZL ,ZCM or TXS attachment, save the file under your EGS CALCMENU's Inbox folder then use the programs Import feature.
- Attachment Format:** CALCMENU/CALCMENU
- Style:** 001 - EGS Standard
- Variation:** 01 - Small Picture / Quantity - Name
- Sorting:** Recipe Name

Buttons at the bottom: Exit, Sent E-mails, << Previous, Send.

Note: A default subject and message are automatically provided in the text boxes. You may modify these.

7. Click **Send**.