

## Mailing

[Note: if your version of InterNews does not authenticate your user name, then the following mailing features are not available. To see if it does, check the About InterNews... item of the Apple menu. If the words (No Authentication) appear below the version number, you cannot mail from InterNews.

]You can communicate with other people on the InterNet using a simple electronic mail interface in InterNews. This is not intended to be a full-featured electronic mail program, but gives you the basic means of sending a message in response to an article or for any other reason.

### How to Mail a Message

Choose New Composition from the Compose menu. The window that opens will default to an article composing window marked as an original article or a follow-up depending on whether or not an article was selected in a Reading window. To send mail instead of posting an article, click on the appropriate radio button at the top left of the window. If you had previously selected an article in a reader window, you will be able to choose Mail Reply. Otherwise you can only choose Original Mail. A mail reply will automatically be addressed to the sender of the selected article.

Type your message in the bottom pane of the compose window. You can quote text from an article that you want to reply to just as you can with articles. You can use the address "me" to mail something to yourself. If you are addressing multiple recipients, separate the names with commas. Use the optional mail header fields in the upper scrolling pane if you need to. These include keywords, carbon copy, blind carbon copy, and a reply-to field if you want the recipients to reply to a different address than the one generated by InterNews.

Click on the Mail Message button to send the message. You will be asked for your name and password if you have not been asked already. Recipient addresses will be verified. If all is ok, the message will be sent.

You can mail to addresses in your local domain without appending the domain suffix. Names in the format "first last" or "first.last" will work as well as single word names.