

# Basic Use

536262\_PixelRule.tiff ↗

Select the *Compose*;↗*Compose* menu item (Command-n) to create a blank letter.

Select an enclosure type. If the enclosure type supports enclosures the file shelf at the panels bottom will indent and accept files dragged in.

File in the **To:** and **Subject:** and add any note you desire in the body region.

Hit the *Deliver*;↗*Deliver* button (Command-D).