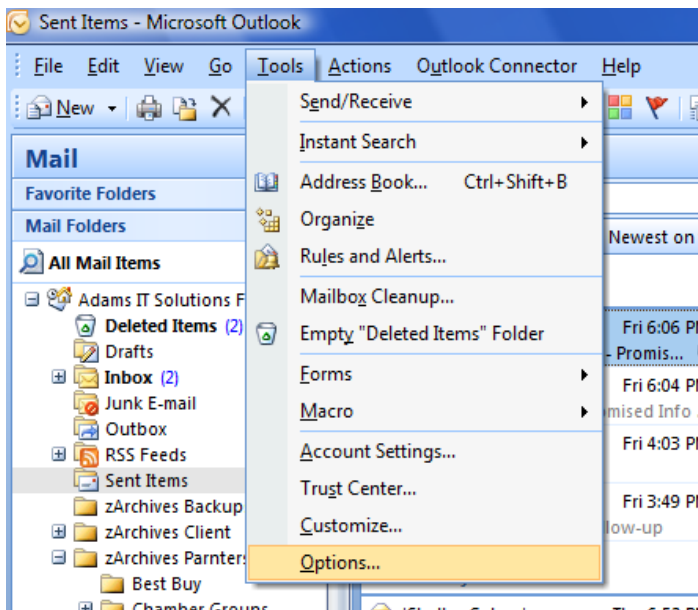
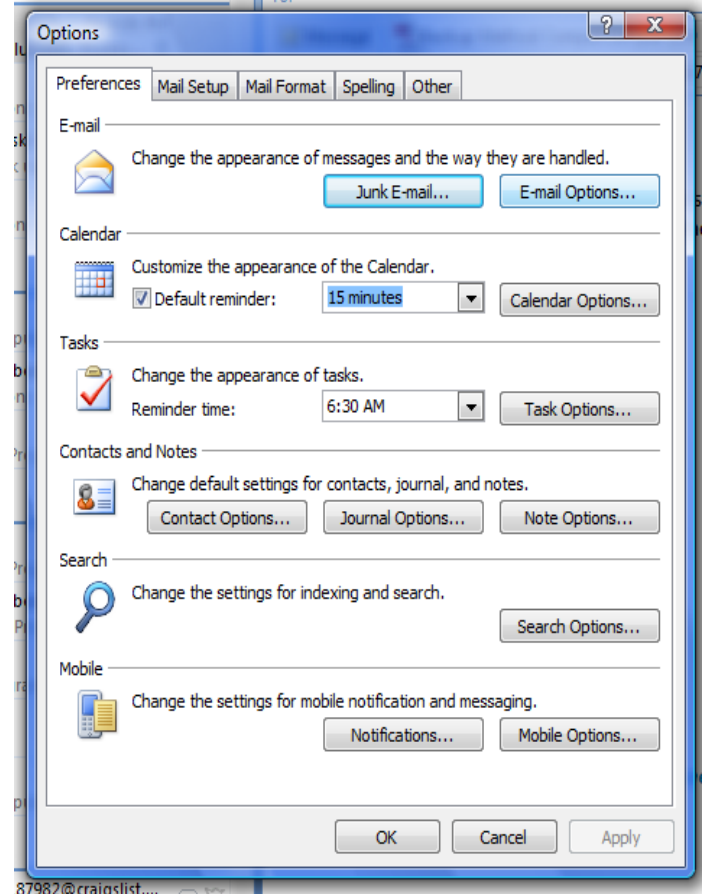


How to save copies of sent emails to “Sent Items” folder.

Step1 – Click on TOOLS, OPTIONS



Step2 – Click the “E-mail Options” Button (Top right)



Step3 – Make sure there is a check mark on “Save copies of messages in Sent Items Folder”

