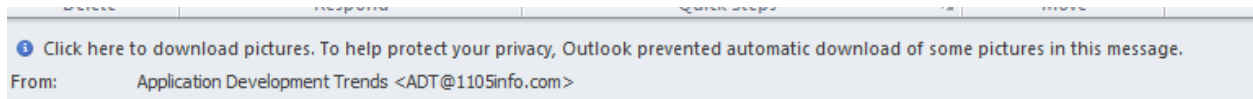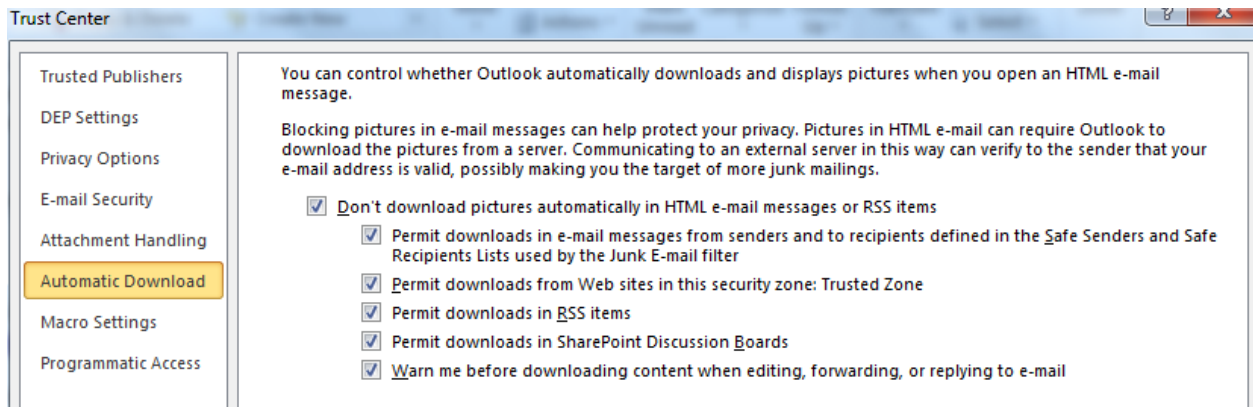## Tip – Showing Images within Email

In the beginning of your Outlook account the system will prevent images imbedded in email messages from appearing. The system will present you with a warning at the top of your message:

To change this:

1. Click on the message that begins with 'Click here …' The system will ask you if you want to 'Download the picture' (meaning download that image for that email one time), or to 'Change Automatic Download Settings …' (meaning change the system so that images automatically show).
2. If you choose to 'Change Automatic Download Settings …' the system will present the 'Trust Center' screen:

3. Un-check the box next to "Don't download pictures automatically in HTML …."
4. Click 'OK'

The system will now automatically present images (if present) in email messages.