

Viewing Attachments on a Windows PC from the PINE E-Mail Program

1. Go to the e-mail message in Pine that has the attachment you want to view.
2. While at the message type **V** to view the attachment information.
3. Move the highlighted line to the attachment you wish to view.
4. Type **S** to save the file to your home directory on the E-Mail system. It will prompt you for a filename there. If it does have a filename listed, just press the **RETURN** or **ENTER** key to save it to your E-Mail account.
5. Now open **FTP**. This program can be found in the applications folder on the desktop, or under the **START MENU → PROGRAMS → ONNET**.
6. Select **COPLAND** from the window that pops up, and click on the connect button.
7. Enter your User Name and Password when prompted.
8. The directory tree on the left side is the local computer, and the tree on the right is the E-Mail system. On the left side of the window double-click on the C:\ folder in the **DIRECTORIES:** box. Then scroll down to the bottom in that same box and double-click on the Desktop directory.
9. Highlight the filename you want to transfer in the **FILENAME:** box on the right.
10. In the **MODE:** box in the center of the FTP window, make sure **BINARY** is selected.
11. Click on the **COPY** button to transfer the files. When it asks you if it is ok to transfer them, click on the **YES** button.
12. Close the **FTP** program by clicking on the **X** in the top right corner of the window. When it asks to save the current session click on the **NO** button.
13. Go back to the **TELNET** window where you were in **PINE**. Close PINE, and type "**rm filename**" where filename is the name of the attachment you just transferred through FTP. This will remove an extra copy of the file that you don't need any more. The attachment will still be stored in your E-Mail and on the PC you are on until you decide to delete them.
14. Now your attachment should be visible on the desktop of the Windows PC you are on and it should open by double-clicking on it.