



Figure 1

Like other email programs, *Windows Mail* permits copying or moving messages.



Figure 2

1. Select message:
 ❶ RIGHT-click on the message.
 ❷ Left-click on "Move to Folder..."
 You can also copy to a folder or delete the message.



Figure 1

Figure 3



Figure 2

2. If the folders do *not* appear (Figure 2), left-click on the ▶ symbol to the left of "Local Folders."

Figure 4

3. Select the folder you want to move the file into (Figure 3):
 ❶ Left-click on the target folder.
 ❷ Left-click on "OK" button.

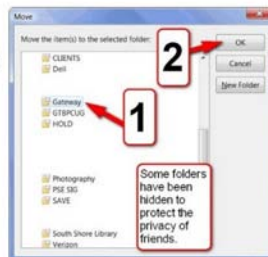


Figure 3

Figure 5