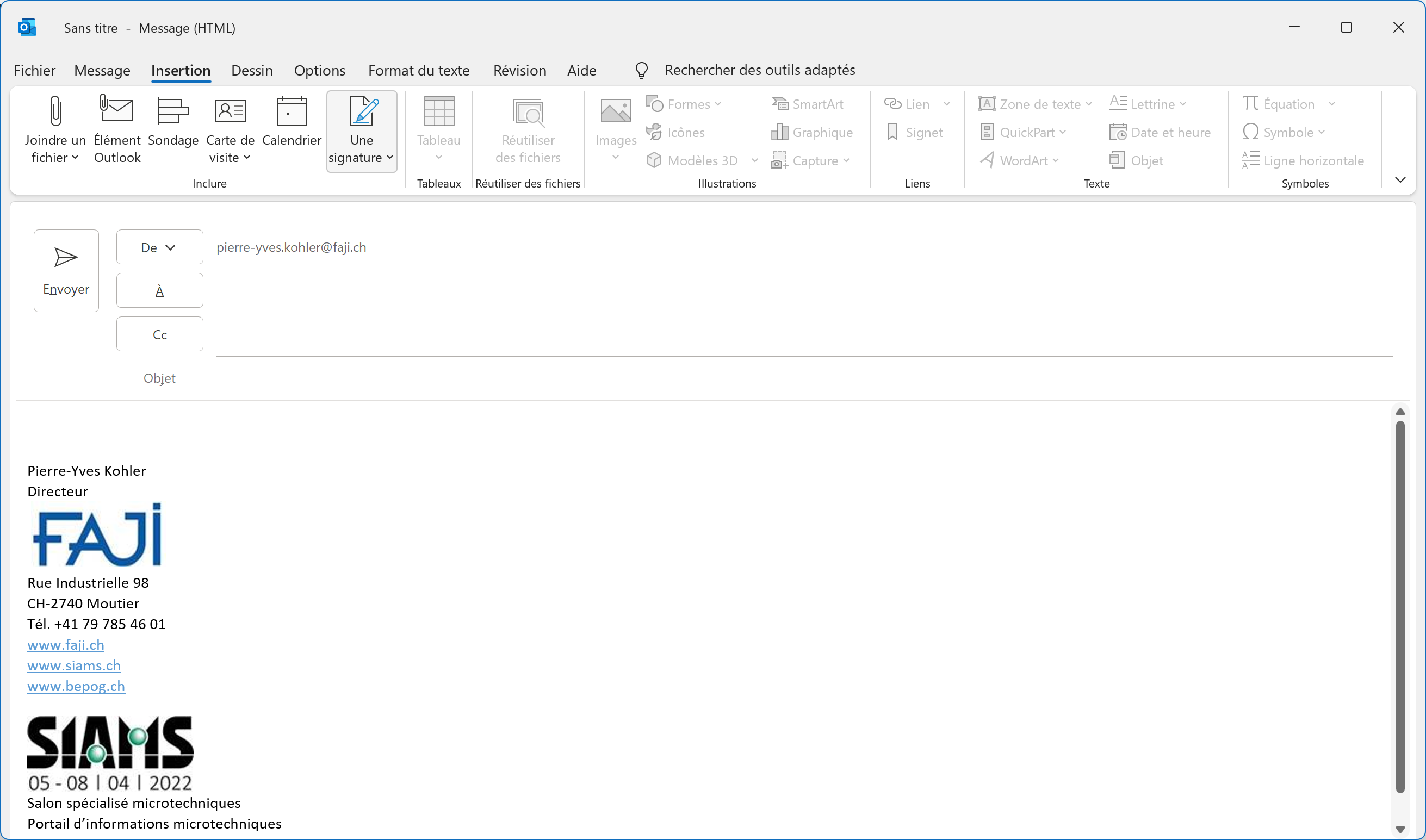
**Installation of an e-mail footer**

**“We are participating in SIAMS 2024”**

Proceed as follows to install an e-mail footer called “We are participating at SIAMS 2024”.

Open a new e-mail window and select “Signatures”.



Click on “Signatures” and select “New” in the window that opens:



Give your new signature a name and confirm with OK: 

Copy the box below (text and logo).

Une image contenant texte, Police, Graphique, logo

Description générée automatiquement

We are participating in SIAMS 2024 at Stand XX

And paste it into the “Signature” window:

Une image contenant texte, capture d’écran, logiciel, Page web

Description générée automatiquement

Add your stand number instead of XX

Click on “OK” at bottom right: 

You can now send your e-mails as usual and before sending them, select the newly created signature with the help of the “Signature” button as shown in Fig. 1 of this document.