How to attach files to a KMail
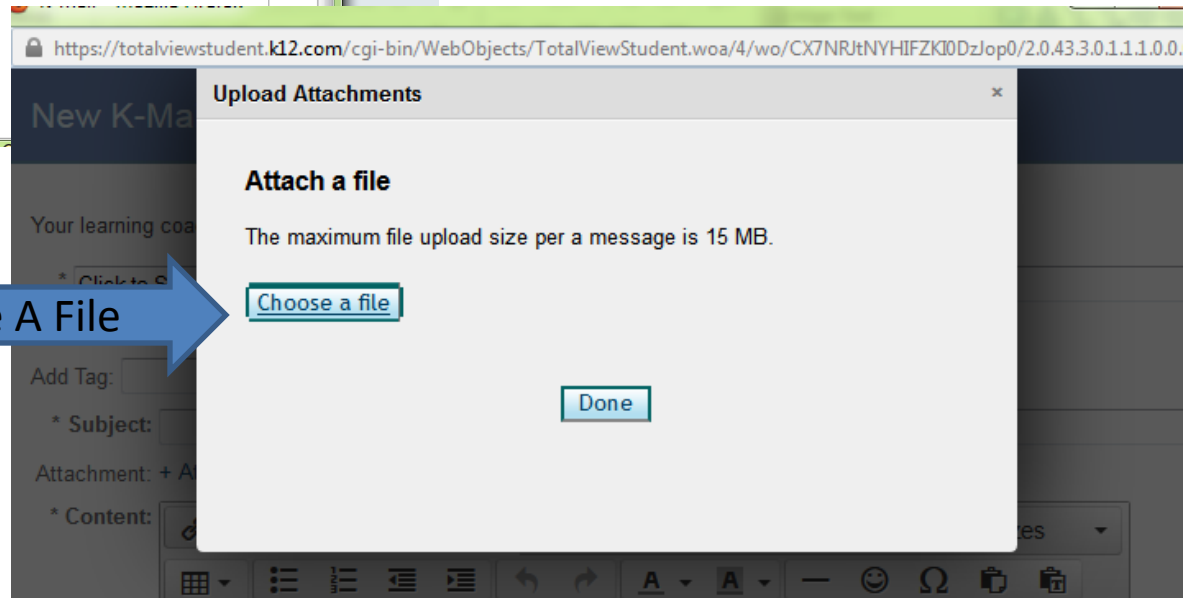

Open a NEW Kmail

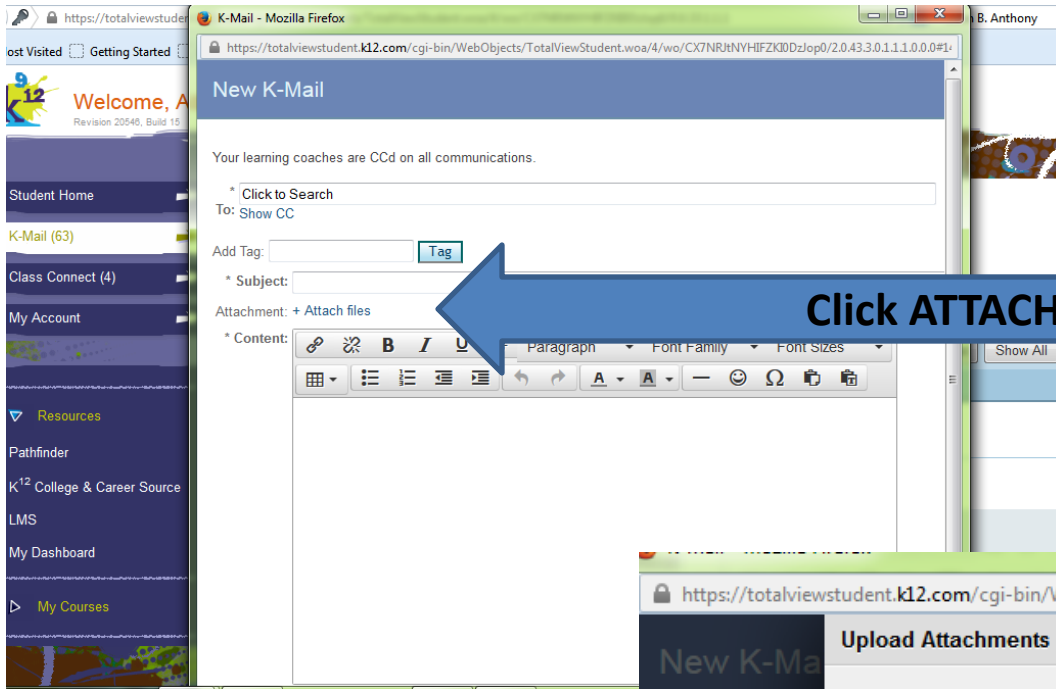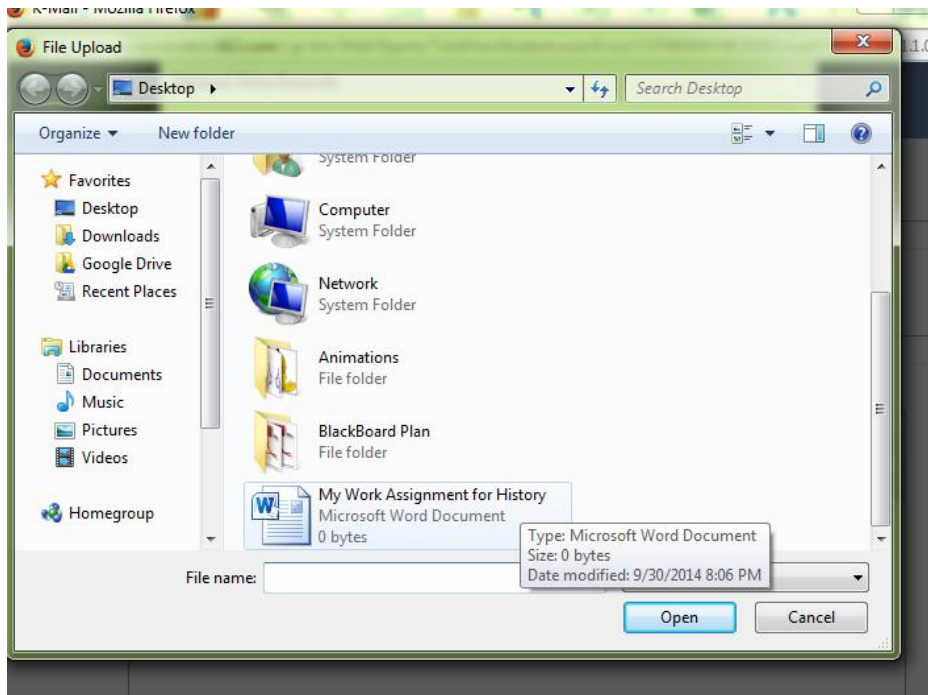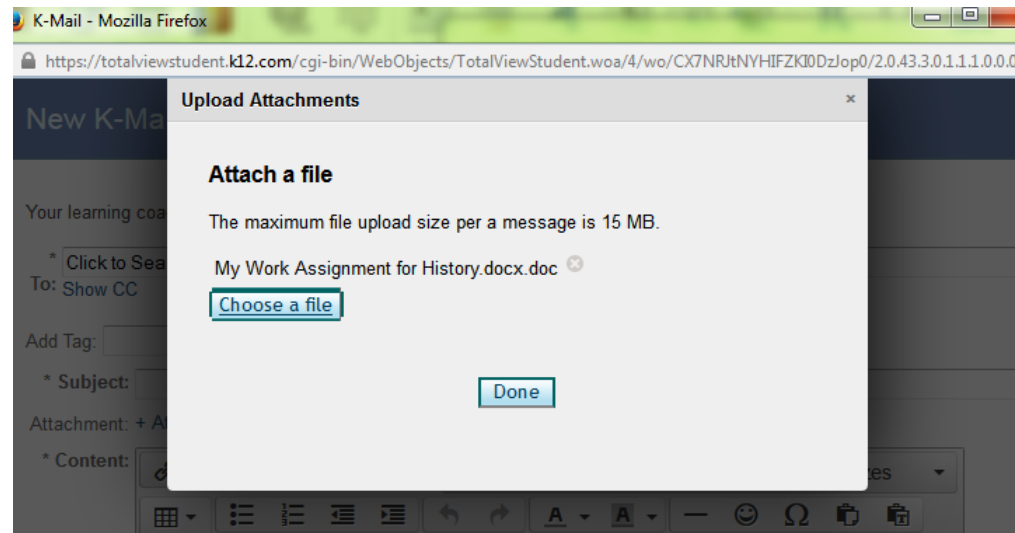Click ATTACH FILES

Click Choose A File

Go to where you have saved your document- in this case it is saved to "Desktop".
Click on File then click Open

Wait until you see the entire file listed- as you see here- then click Done. Finish your Kmail and send.

File Upload screenshot

File Upload

Desktop

Search Desktop

Organize ▼   New folder

Favorites
Desktop
Downloads
Google Drive
Recent Places

Libraries
Documents
Music
Pictures
Videos

Homegroup

System Folder

Computer
System Folder

Network
System Folder

Animations
File folder

BlackBoard Plan
File folder

My Work Assignment for History
Microsoft Word Document
0 bytes

Type: Microsoft Word Document
Size: 0 bytes
Date modified: 9/30/2014 8:06 PM

File name:

Open   Cancel

K-Mail screenshot

K-Mail - Mozilla Firefox

https://totalviewstudent.k12.com/cgi-bin/WebObjects/TotalViewStudent.woa/4/wo/CX7NRJtNYHIFZKI0DzJop0/2.0.43.3.0.1.1.1.0.0.0.4

New K-Ma

Upload Attachments

Attach a file

The maximum file upload size per a message is 15 MB.

My Work Assignment for History.docx.doc

Choose a file

Done

Your learning coa

To: Click to Sea   Show CC

Add Tag:

* Subject:

Attachment: + A

* Content: