



A User manual on how to send email from Gmail



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1. Go to Gmail home page:

Go any web browser (Example: Google, Mozilla, Opera etc.,) and type the Gmail URL (<https://www.gmail.com>)and click on enter button on keyboard.

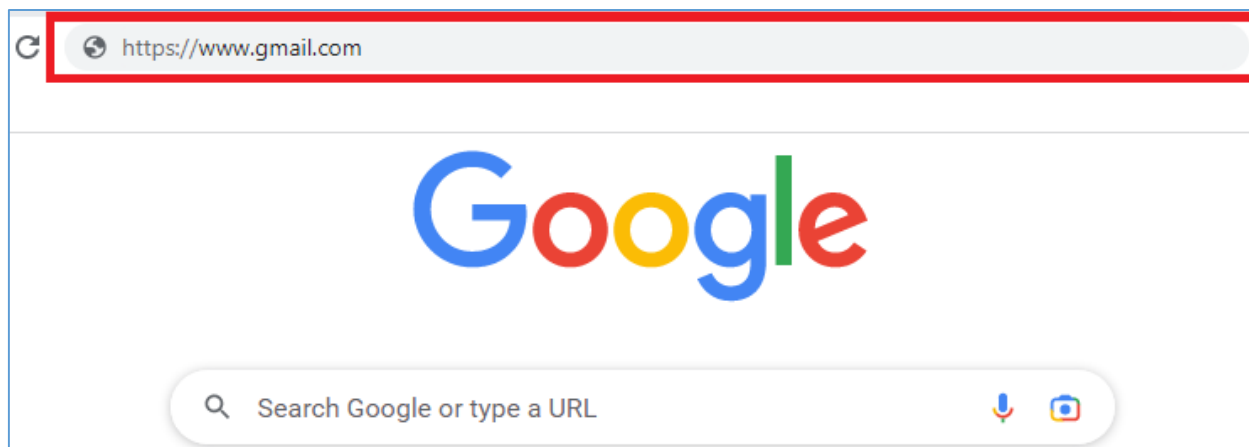


Figure 1: Gmail Home page

2. Enter the signup/registered email ID:

You will be navigated to below page from step1. Enter email d and click on next Button:

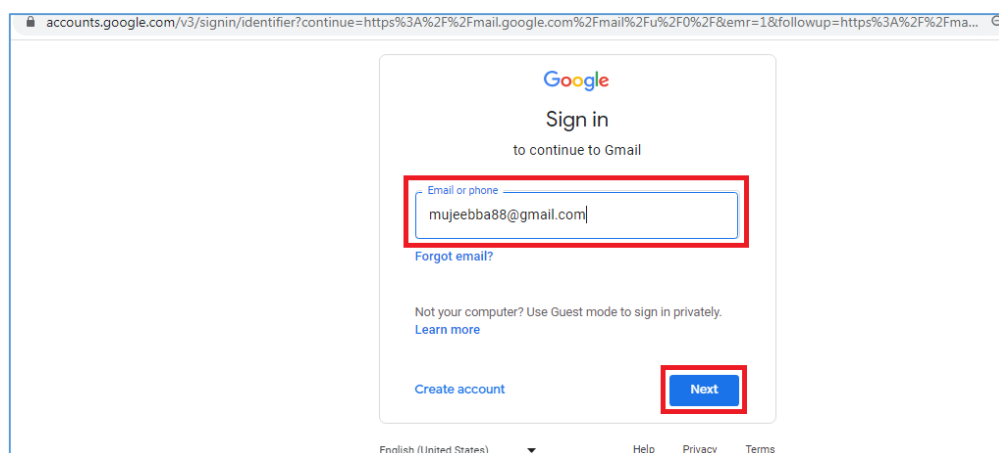
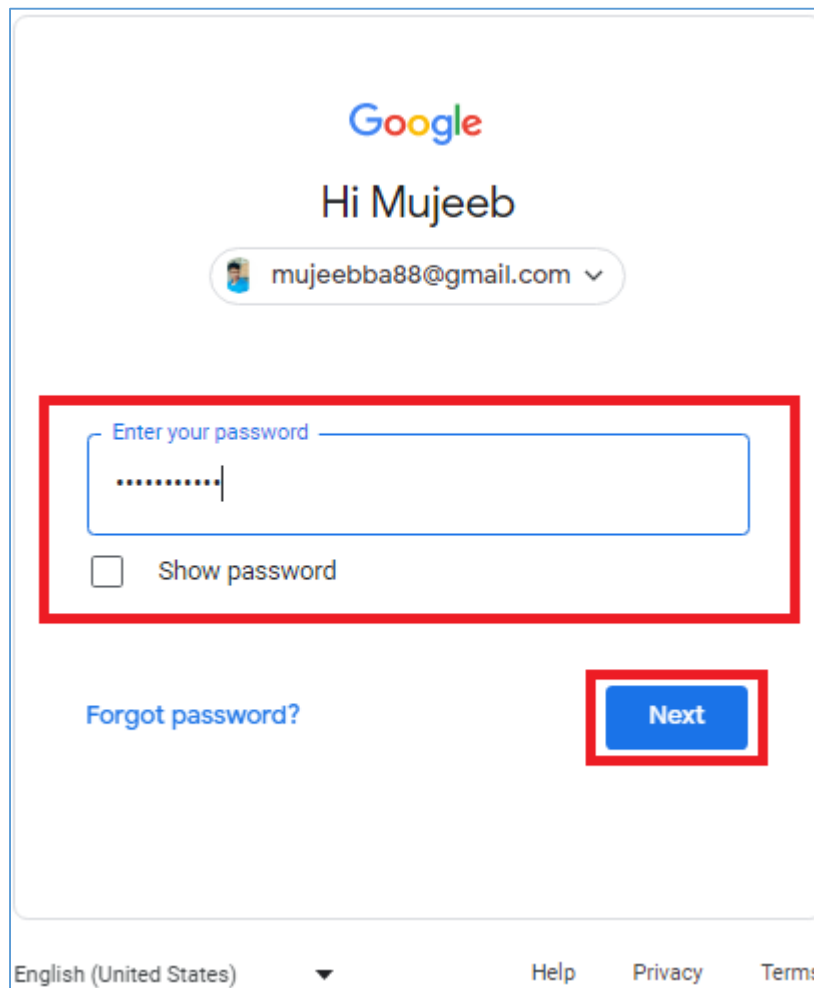


Figure 2: Enter Email ID

3. Enter the password and click on Next button:

Enter the correct password that was created at signup process and click on Next button.



The image shows the Google account login interface. At the top is the Google logo, followed by the greeting "Hi Mujeeb" and the email address "mujeebba88@gmail.com" with a dropdown arrow. Below this is a password entry field with the placeholder text "Enter your password" and a series of dots representing the password. A red rectangular box highlights the password field and the "Show password" checkbox below it. To the right of the password field is a blue "Next" button, also highlighted with a red rectangular box. At the bottom left is a link for "Forgot password?". The footer contains the language selection "English (United States)" with a dropdown arrow, and links for "Help", "Privacy", and "Terms".

Figure 3: Enter password

4. Click on Compose button

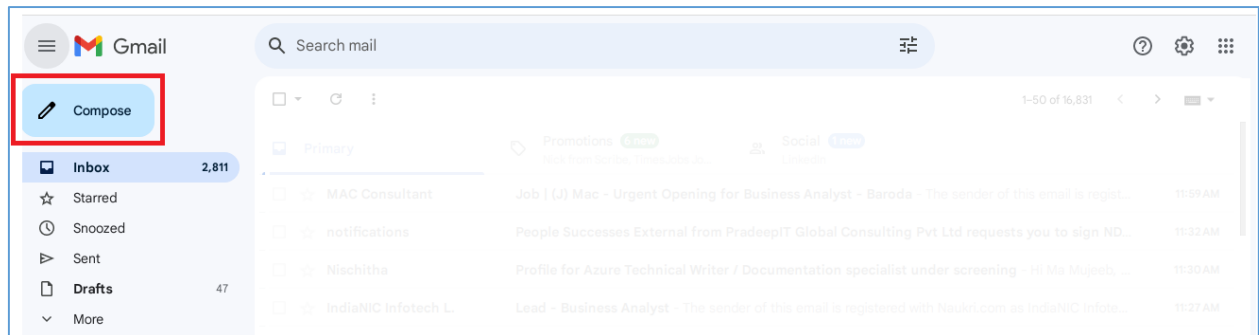


Figure 4: Compose button

5. Compose email:

Enter the sender's email ID, Subject of email and Email content and click on Send button to send the email. An email will be sent to the given email ID.

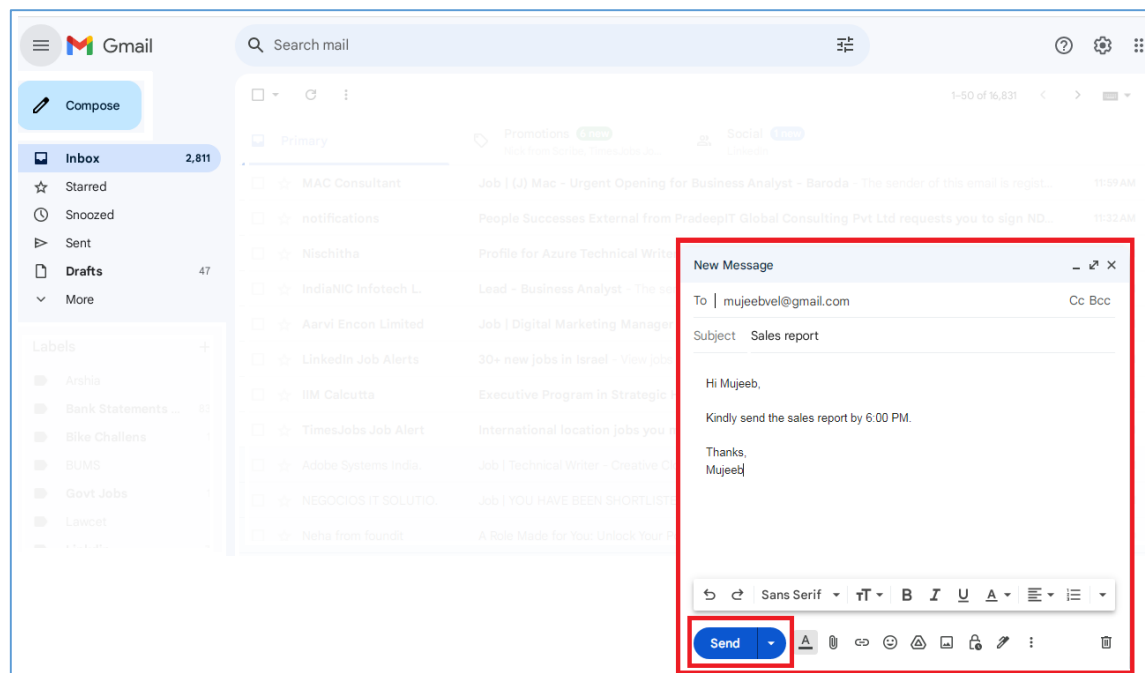


Figure 5 Compose and send email