Practical 4: Writing EMAIL
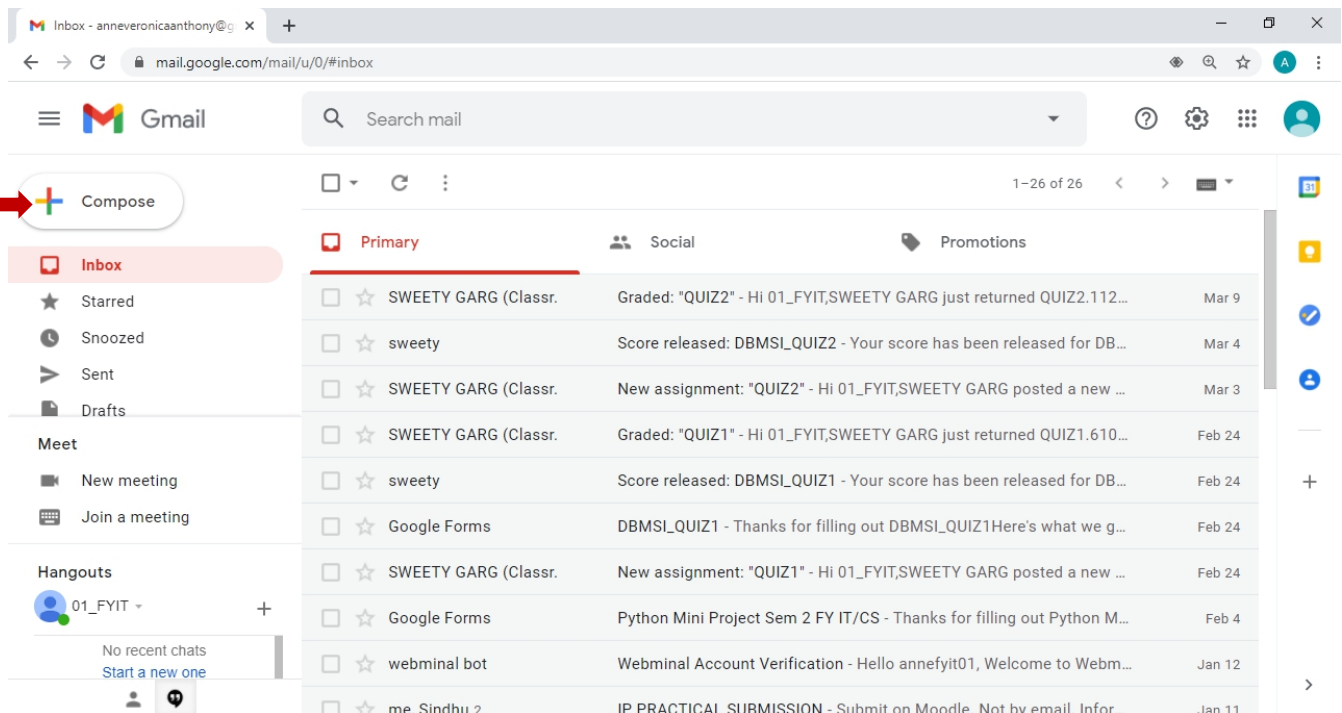
Step 1: Open your Gmail and click on "Compose".

Step 2: Write your Email and click on "Send" option.