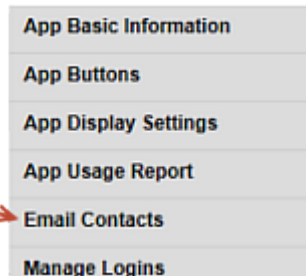
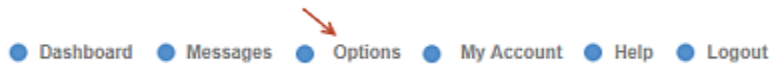


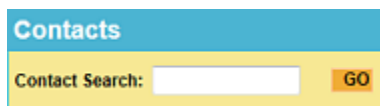
Edit Contact

From the Dashboard:

1. Select 'Options' in the header.



2. Select 'Email Contacts'.
3. To find the contact you wish to edit, enter its name in the 'Contact Search' box and click 'Go' or click on the group the contact is in.

A form titled 'Contacts' with a blue header. Below the header is a yellow box containing a 'Contact Search:' label, a text input field, and a 'GO' button.

4. Check the box by the contact's name.
5. Make your changes in the Actions box.

6. Select 'Update'.

