

TRIM TIPS & TRICKS		
Number	Description	Issue Date
1	Email Viewer	Jul 09

### View Emails in TRIM:

There is an option to view emails using the native mail application (Microsoft Outlook) rather than the generic TRIM viewer. This will provide all the usual functionality of the Outlook application which the generic viewer doesn't contain. To do this open up the **TOOLS > OPTIONS** from the main window of TRIM, select the **VIEWER** tab and tick the Native Mail Rendition box as seen below. Then select **OK**.

