Section 9:
Sending a photo by email

In this section:

- Attach a **photo** to your **email** on your **computer**.

- Attach a **photo** to your **email** on your **tablet**.

- **Share photos** with family and friends.

A photo can help **tell a story**.

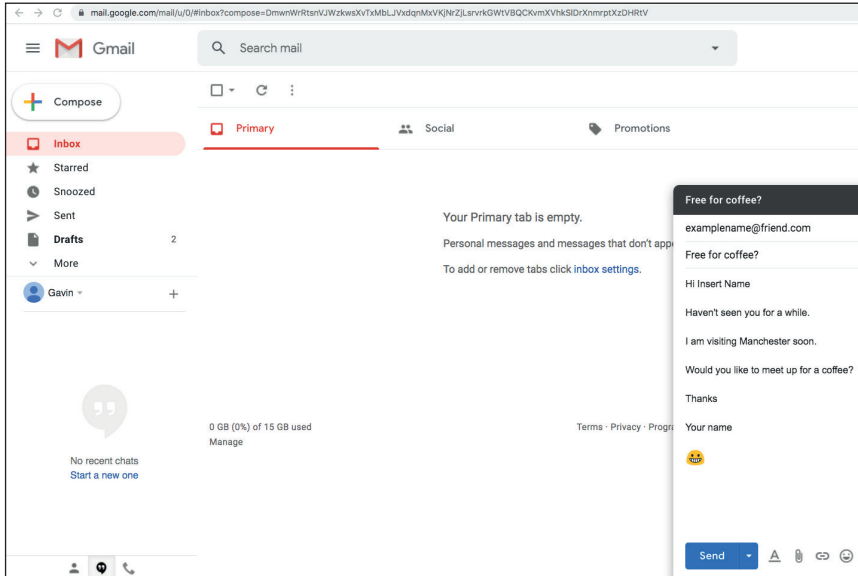You can **share photos** with family and friends.

You can **send photos** by **email**.

You can also share photos in **other ways**.

Steps to send a photo

Step 1: **Write an email but don't send it yet.**

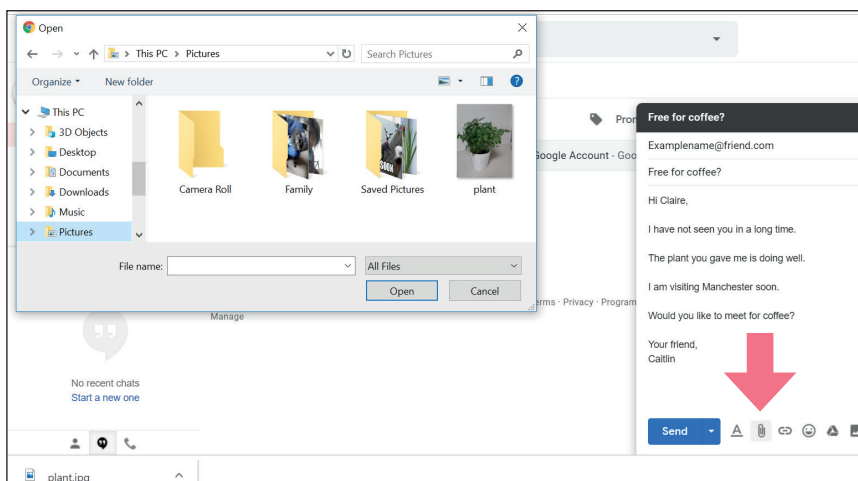You are now ready to **attach your picture**.

Step 2: **Click on the paperclip icon at the bottom of your email.**

This will **open files** on your computer.

Find the **folder** where your photo is saved. This might be in the **folder** '**pictures**'.

Your photo could be in a **different folder** or on a **cloud account**. If you are not sure, **ask for help** finding the photo.
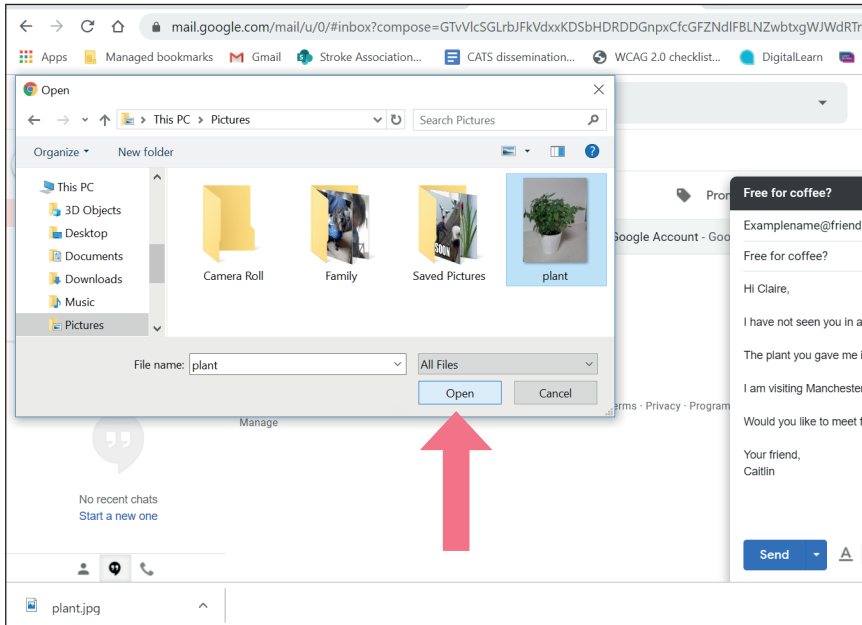
Select the **folder**.

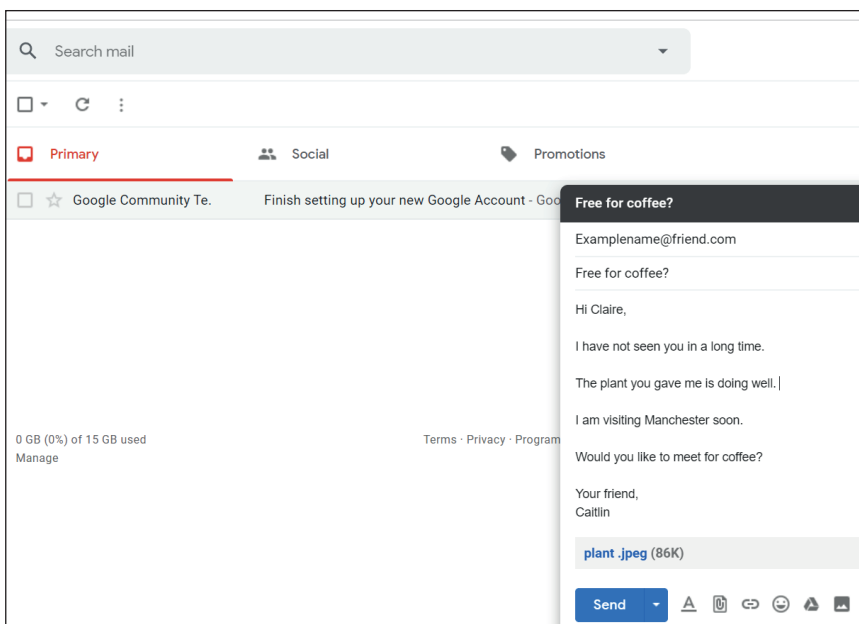**Step 3:** **Select the photo you want to share.**

Click on the **photo**.

Then **click** 'open'.

Step 4: **Your photo is now attached to your email.**
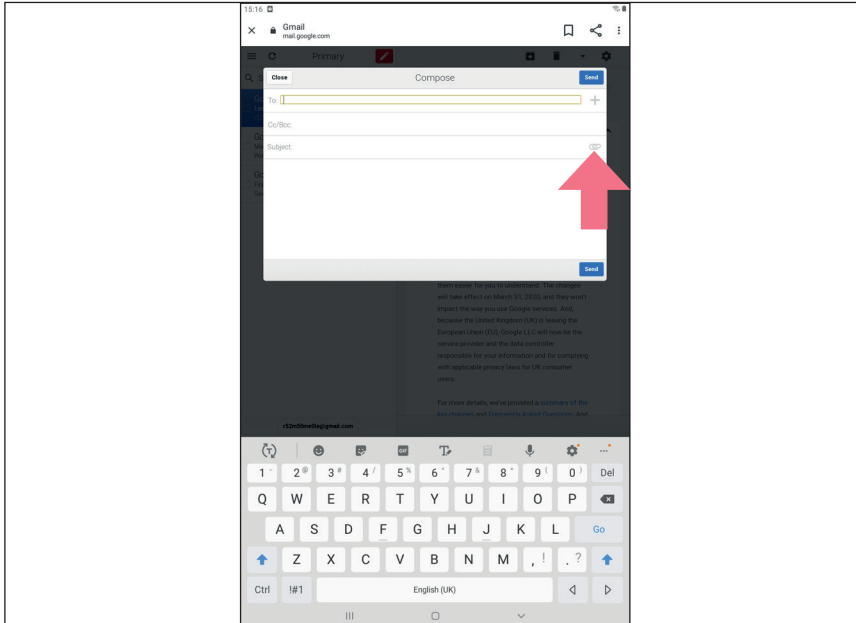
Send your **email**.

Your friend can **click** on the **blue link** to **open** the photo.

Steps to sharing a photo on an android tablet

Step 1: **Write and email but don't send it yet**

You are now ready to **attach your photo**.

Step 2: **Tap the paperclip icon**

Tap 'attach a file'.

You can **choose** '**open camera**'.

You can then **take a photo**.

This will **attach** to your email.

If you have already **taken** the **photo, tap 'files'**.

Select your **photo** from the images file.

Tap on the **photo** you want to share.

It will **attach** to the email.

You can now **send** your **email**.
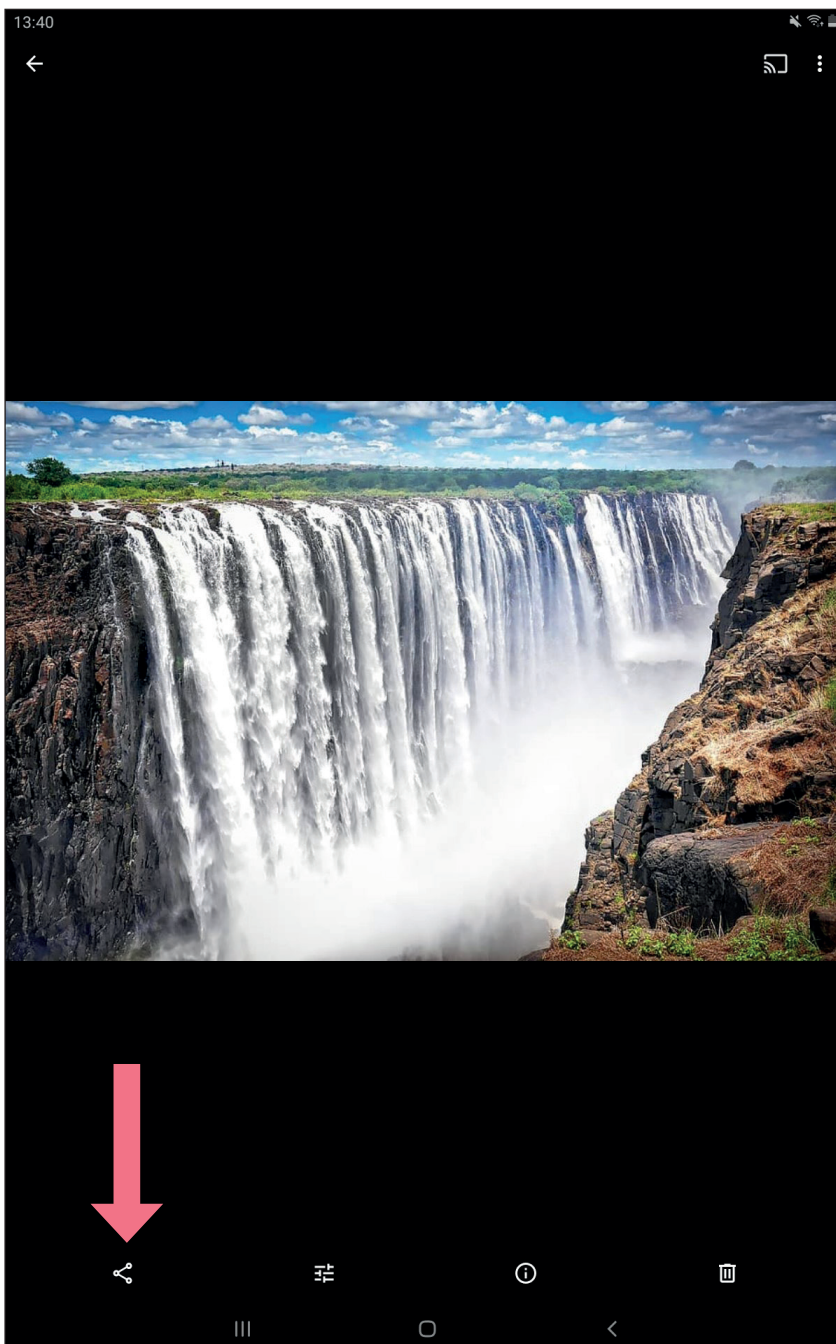
Others ways to share a photo on an android tablet

Step 1: Open your **photos gallery**.

Step 2: Find the **photo** you want to send.

Step 3: Tap the **share icon** at the bottom of the picture.

Step 4: Select the **email icon**.

Step 5: Tap the blue '**send**' **button**.

Steps to sharing a photo on an iPad

Step 1: You have completed the email steps from section 8.

You are now ready to **attach your picture**.

Step 2: Tap on the email and tap 'Insert Photo or Video'.
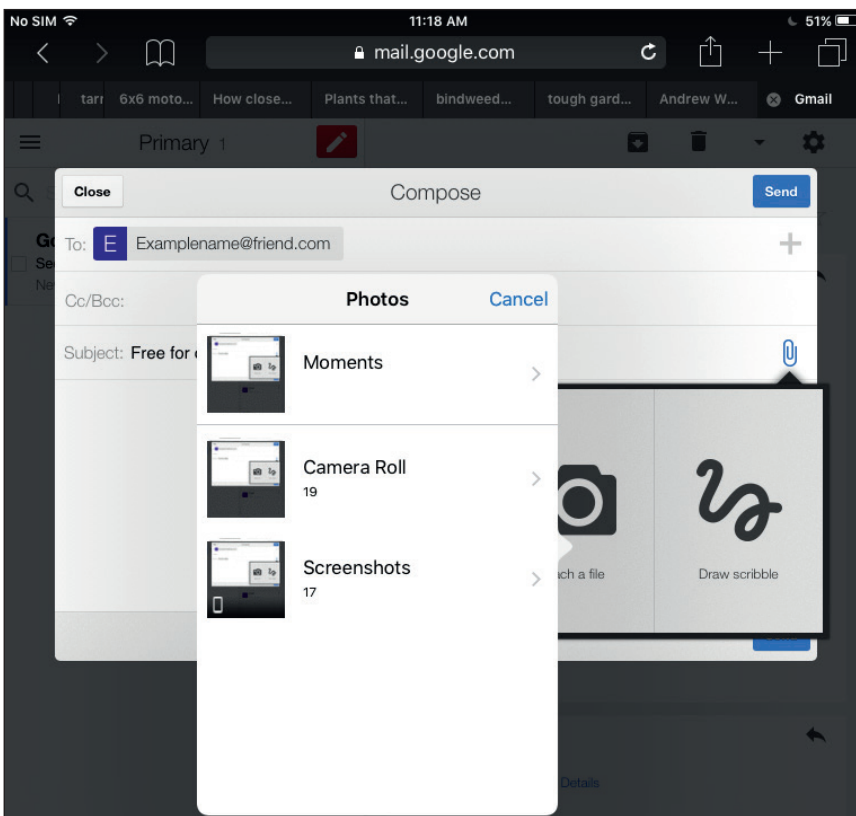
Step 3: This will open your photos.

Click on '**Camera roll**'.

Tap the **photo** you want to send.

Tap '**Use**' in the top right corner.

Step 4: Your photo will be attached to your email.

You can now **send** your **email**.

Others ways to share a photo on an iPad
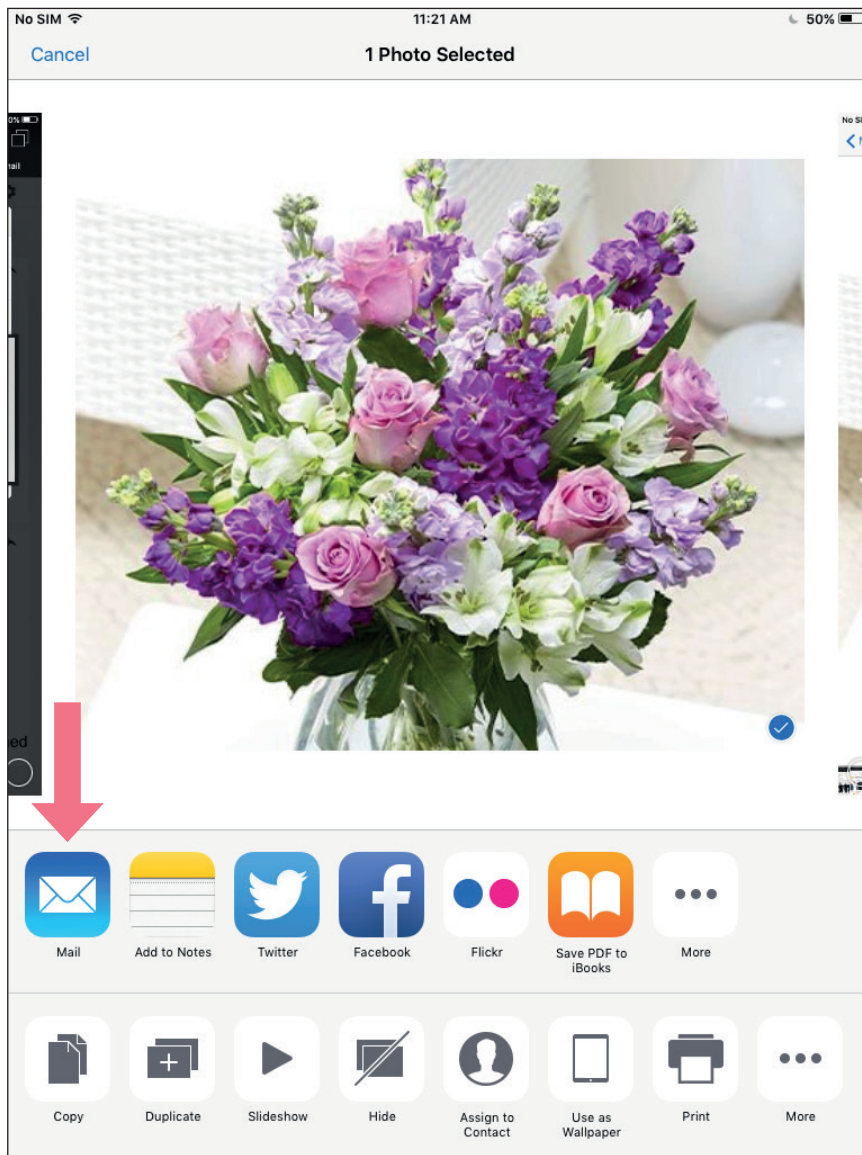
Step 1: Open your **Photos app**.

Step 2: Find the **photo** you want to send.

Step 3: Tap the **share icon** at the top right of the picture.

Step 4: Tap the **mail icon**

Step 5: Type in the **email address**

Step 6: Tap the blue **Send button**.

Challenge yourself:

Think of a **friend** that you would like to share a **photograph with**.

This might be a picture of **yourself**, your pet **cat** or a **flower** in your garden.

Using your **email account, send** your friend the picture.