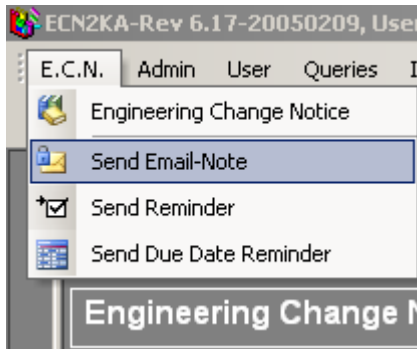
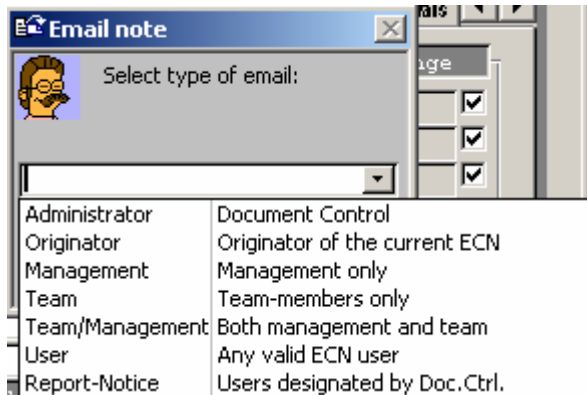


## How to create and preview ECN# user comments

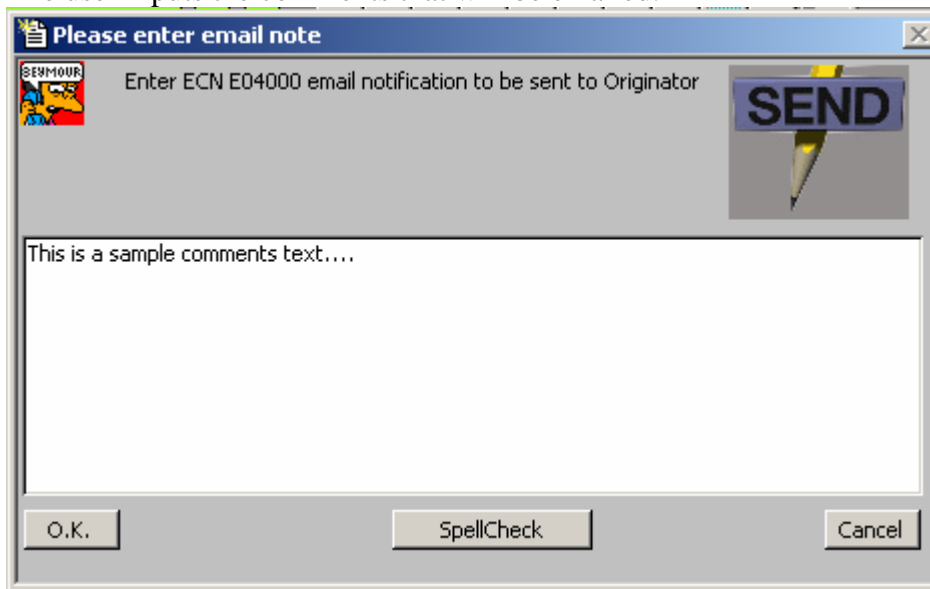
The user decides to make some comments regarding certain ECN # and selects from toolbar E.C.N./Send Email Note.



The user selects the receiver of this email.



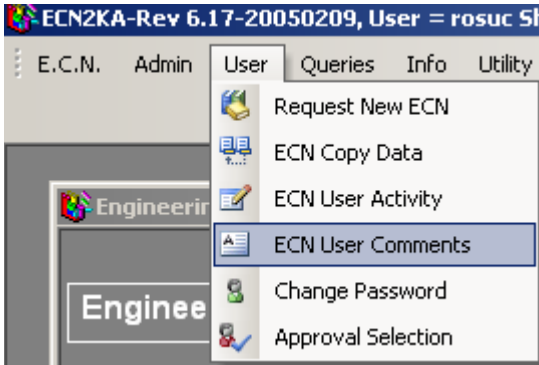
The user inputs the comments that will be emailed.



As a remark, the user can attach an explanatory file if necessary.

The outlook security system will ask the user if wishes to allow this email to be sent by ECN application. Always approve this action (select YES). Alternately the user can run a helper application called Express Click-Yes that will automatically click YES command button.

To verify that this comment was recorded in ECN database select from toolbar User/ECN User Comments. Is important that the current ECN visible in the main form is the one we want to verify for user comments. This function works per ECN# and does not list all the ECNs.



The application pop-up the comments related to the selected ECN#. A totally grayed form indicates that no comments were made so far for the ECN# displayed at the top.

