

HOW TO ADD AN IMAGE AND A LINK TO APPLE MAIL SIGNATURES

YOUR SIGNATURE IMAGE BADGE IS AVAILABLE TO SAVE ON YOUR COMPUTER BY CLICKING HERE

THEN, FOLLOW THESE SIMPLE STEPS

- 1. After opening the Mail app, click on Mail at the top left corner of your screen then select Preferences.
- 2. Click on Signatures, now either edit an existing signature or click on the +

•••	Signat	ures
දිබු (General Accounts	Junk Mail Fonts & Colors	Viewing Composing Signatures
All Signatur 1 signature	Signature #1	John James 514-012-3148
	+- 0	Always match my default message font (Helvetica 12)

3. Select the image below as an example, copy it and paste it into the signature. Note: Any image you would like to use as a signature, first insert it into an empty Word document then copy and paste it into Apple Mail.



Into here:



4. Now decide where you want to add your link and click there with your mouse selector, type in "Click here" or whatever you want to label it as then select the text, right click > link > add link



le-weekend.ca			
	4.5		