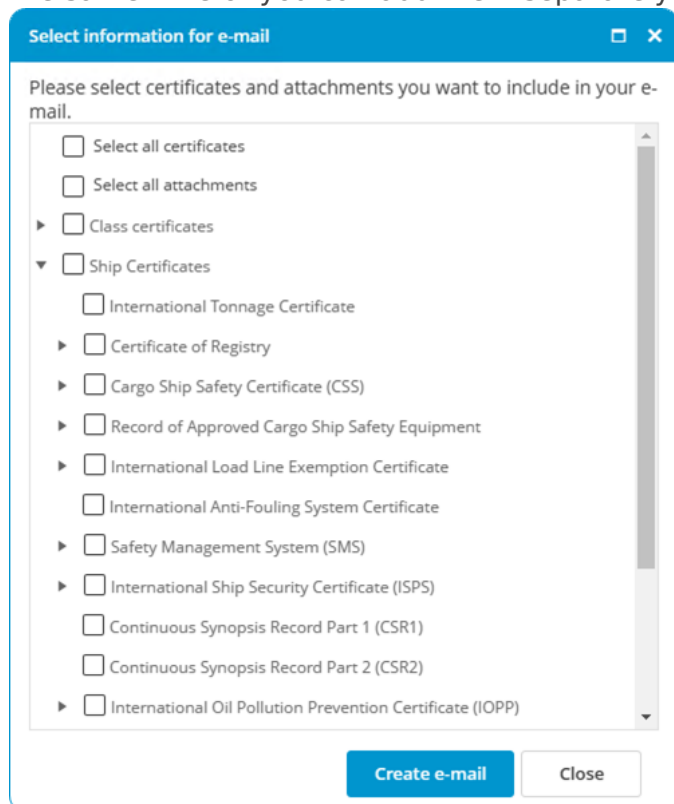


# How do I email certificates?

1. Click on **Email...**
2. Select the email you want to send. You can select all certificates and all attachments at the same time or you can add them separately.



The screenshot shows a dialog box titled "Select information for e-mail" with a blue header bar. Inside the dialog, there is a text prompt: "Please select certificates and attachments you want to include in your e-mail." Below this, there is a list of checkboxes and expandable sections. The list includes: "Select all certificates", "Select all attachments", "Class certificates" (with a right-pointing triangle), "Ship Certificates" (with a downward-pointing triangle), "International Tonnage Certificate", "Certificate of Registry" (with a right-pointing triangle), "Cargo Ship Safety Certificate (CSS)" (with a right-pointing triangle), "Record of Approved Cargo Ship Safety Equipment" (with a right-pointing triangle), "International Load Line Exemption Certificate" (with a right-pointing triangle), "International Anti-Fouling System Certificate" (with a right-pointing triangle), "Safety Management System (SMS)" (with a right-pointing triangle), "International Ship Security Certificate (ISPS)" (with a right-pointing triangle), "Continuous Synopsis Record Part 1 (CSR1)" (with a right-pointing triangle), "Continuous Synopsis Record Part 2 (CSR2)" (with a right-pointing triangle), and "International Oil Pollution Prevention Certificate (IOPP)" (with a right-pointing triangle). At the bottom of the dialog, there are two buttons: "Create e-mail" (in blue) and "Close" (in white).

3. Click on **Create e-mail**.
4. The generated email will be downloaded or shown in MXSuite (depends on configuration).

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