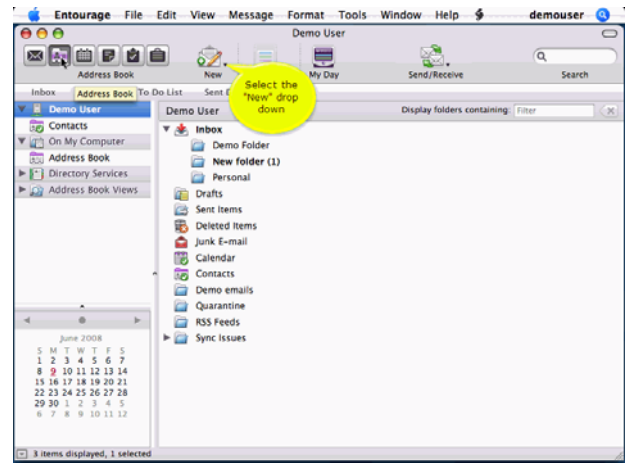
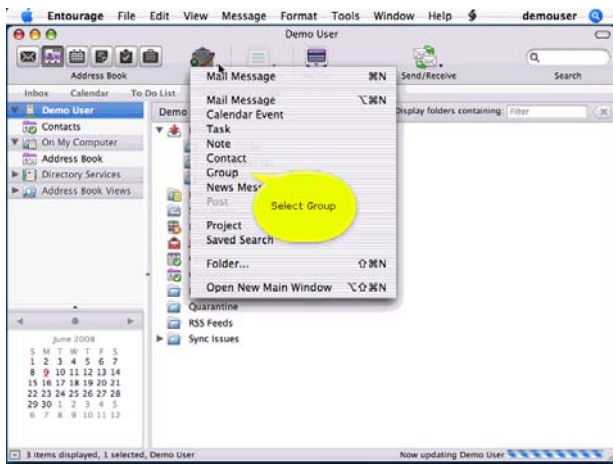


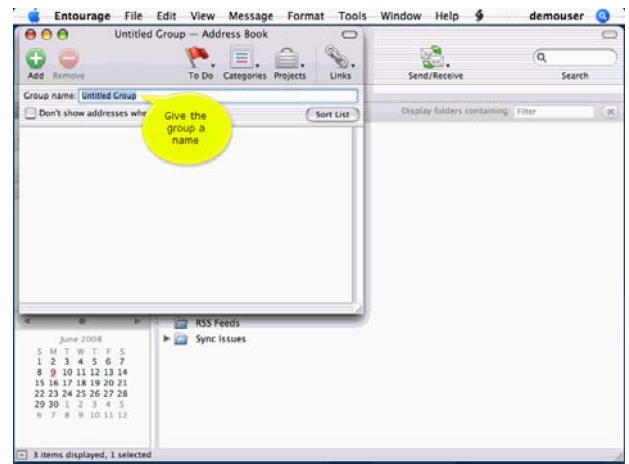
Select the "My Contacts" button



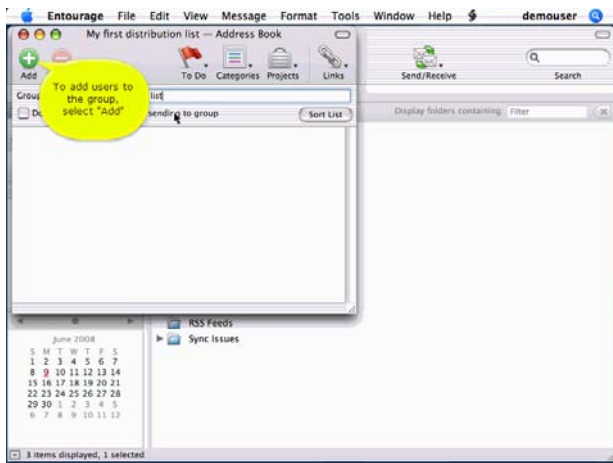
Select the "New" drop down



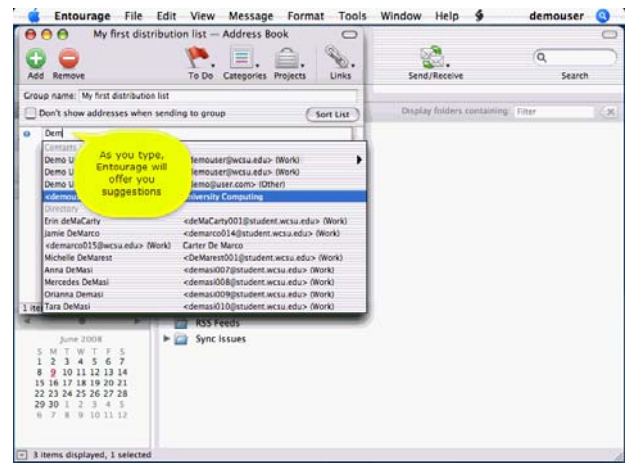
Select Group



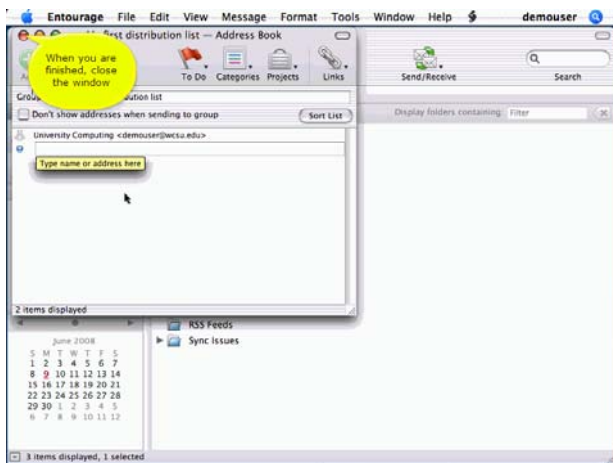
Give the group a name



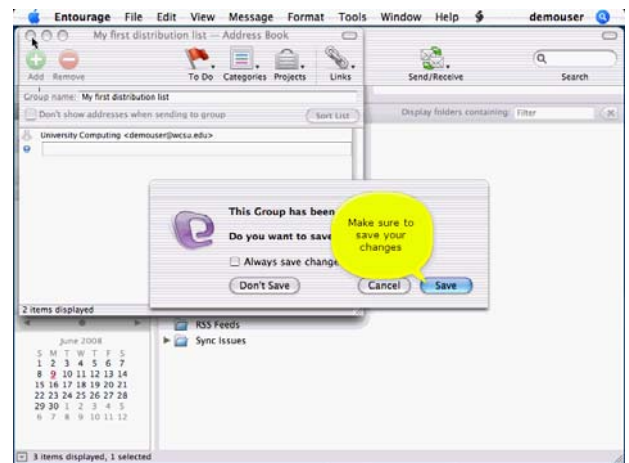
To add users to the group, select "Add"



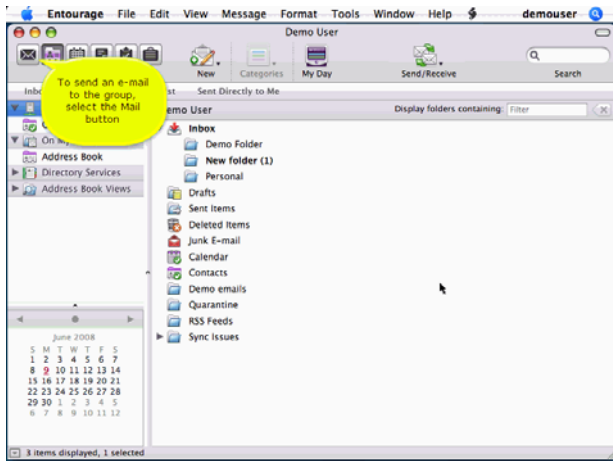
As you type, Entourage will offer you suggestions



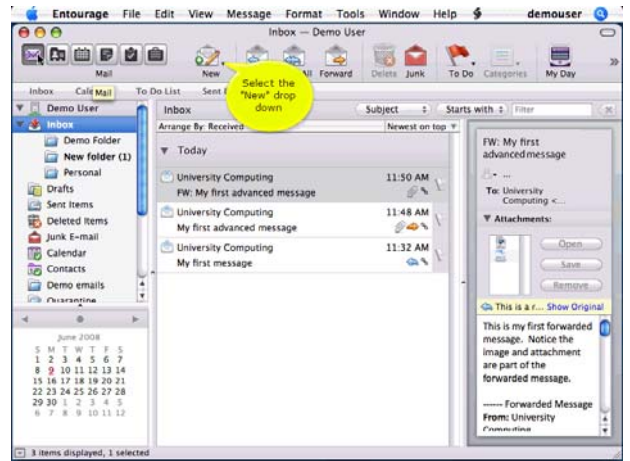
When you are finished, close the window



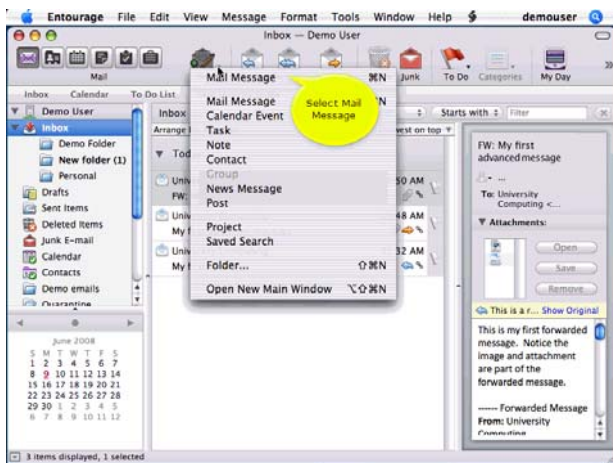
Make sure to save your changes



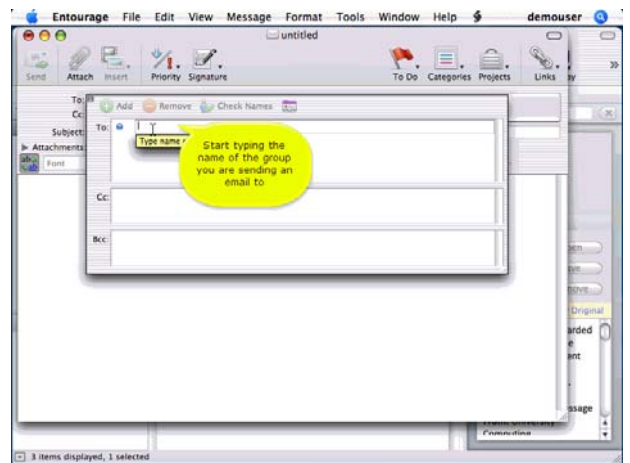
To send an e-mail to the group, select the Mail button



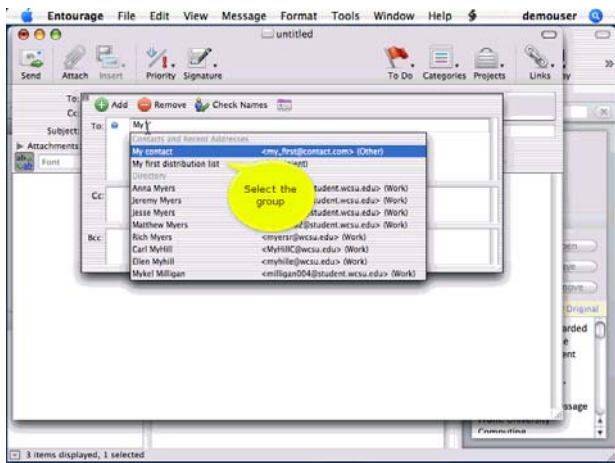
Select the "New" drop down



Select Mail Message



Start typing the name of the group you are sending an email to



Select the group