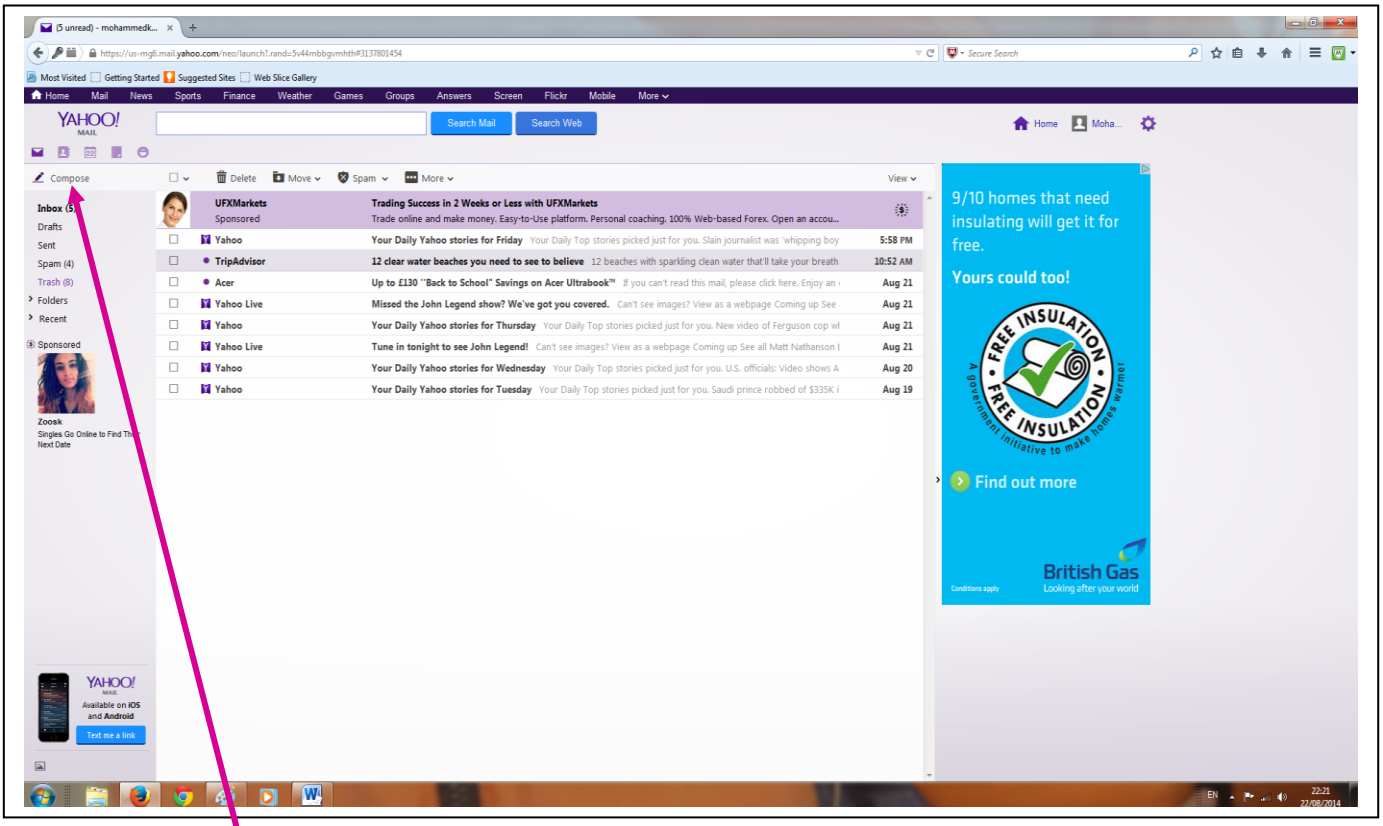
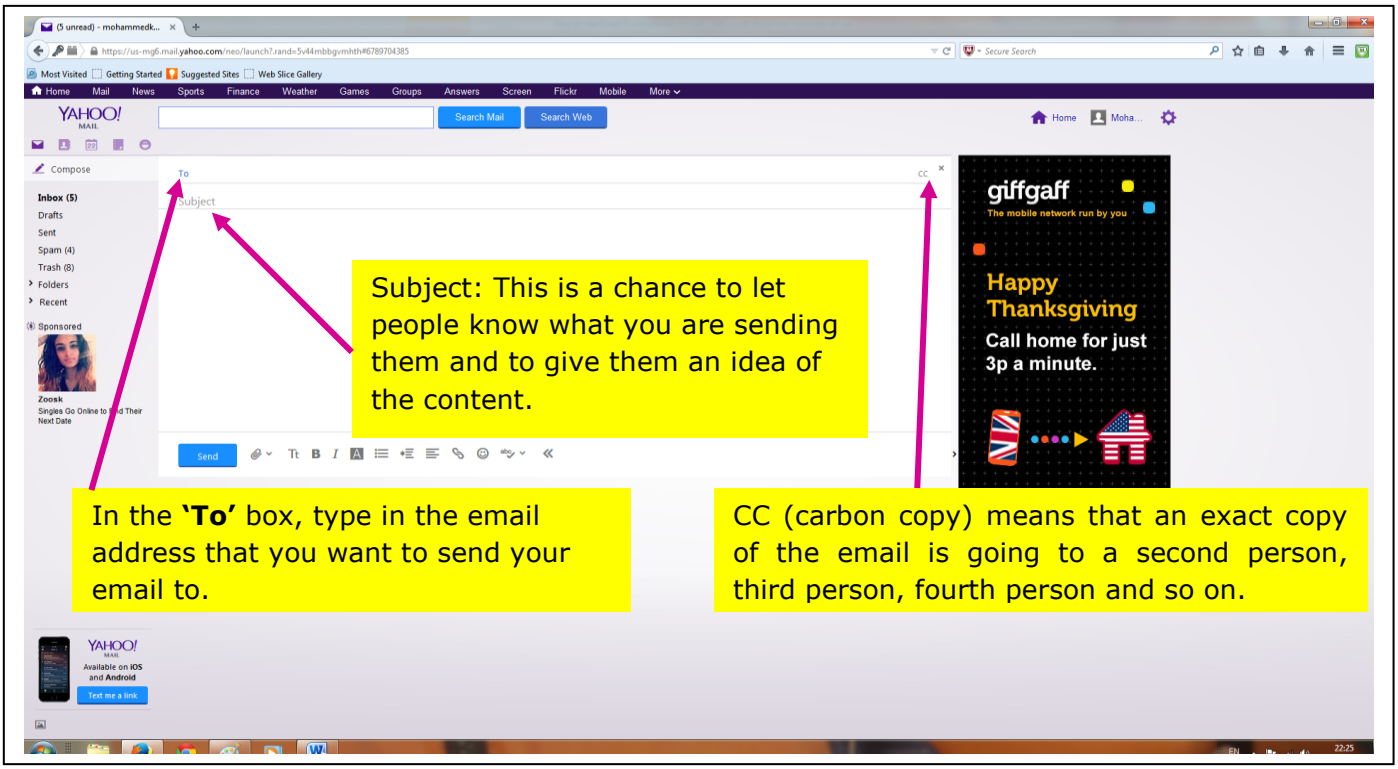
How to email your CV as an attachment?

Log in to your email account as you would normally to check your emails (see below).

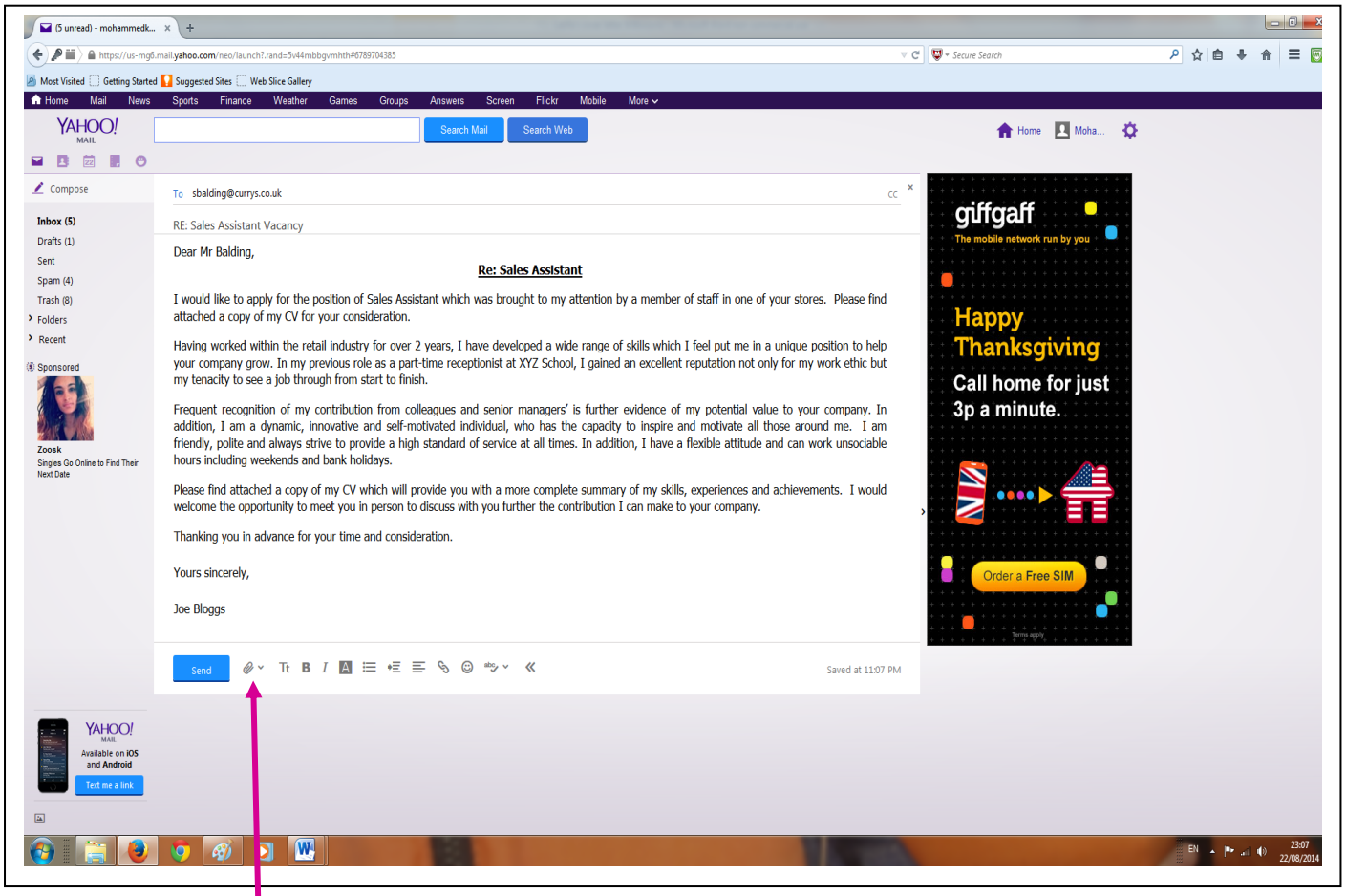


Click on **'Compose'**. This will open another window (see below).



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I would type in the email address of the person that you want to send your email to at the very end. People do have a habit of sending emails without checking it properly and before they realise their email is littered with typos and grammatical errors.

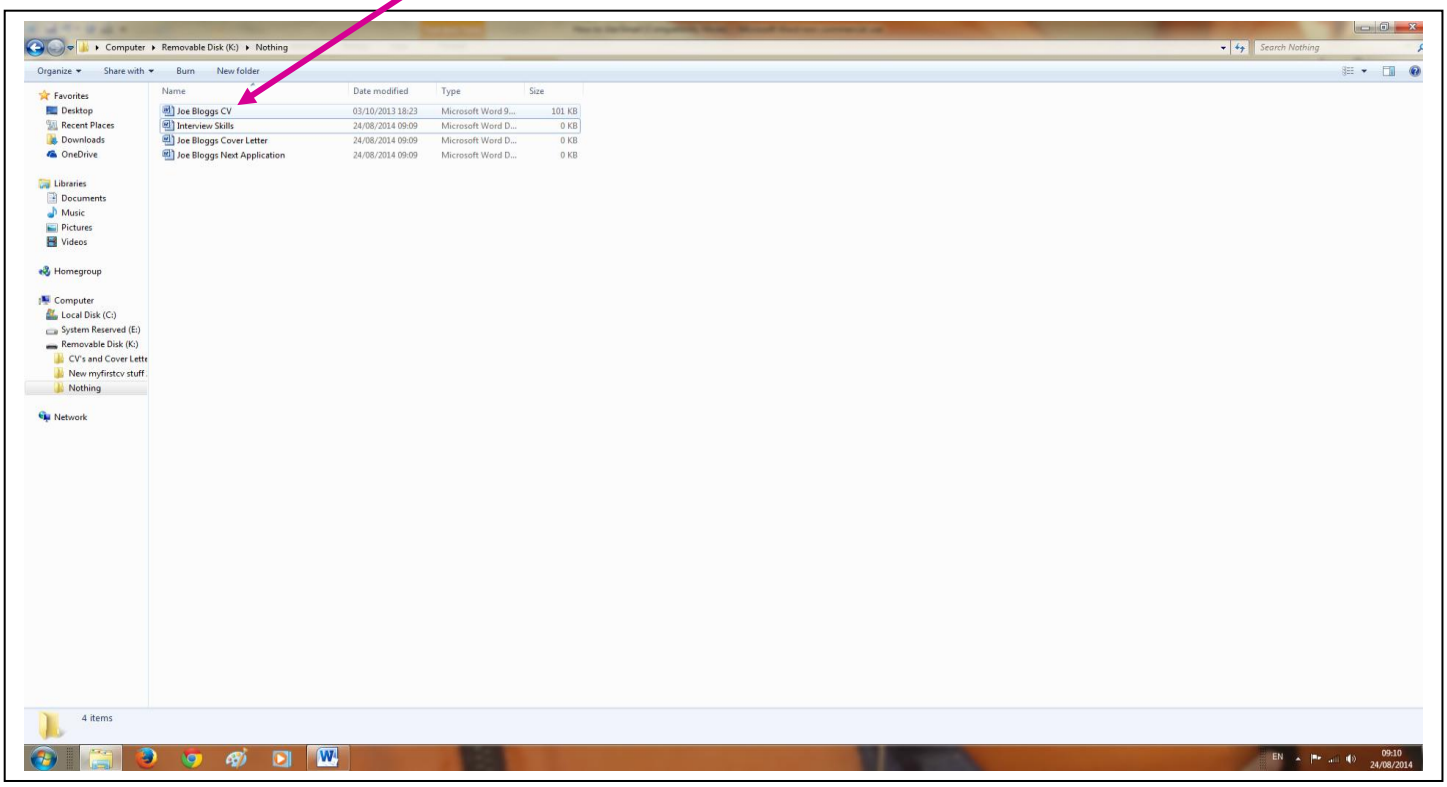


Once you've written your cover letter and checked it thoroughly, you can attach your CV. In the samewindow, you should see a symbol of a paper clip  on its own or sometimes a paper clip with a caption (see below)

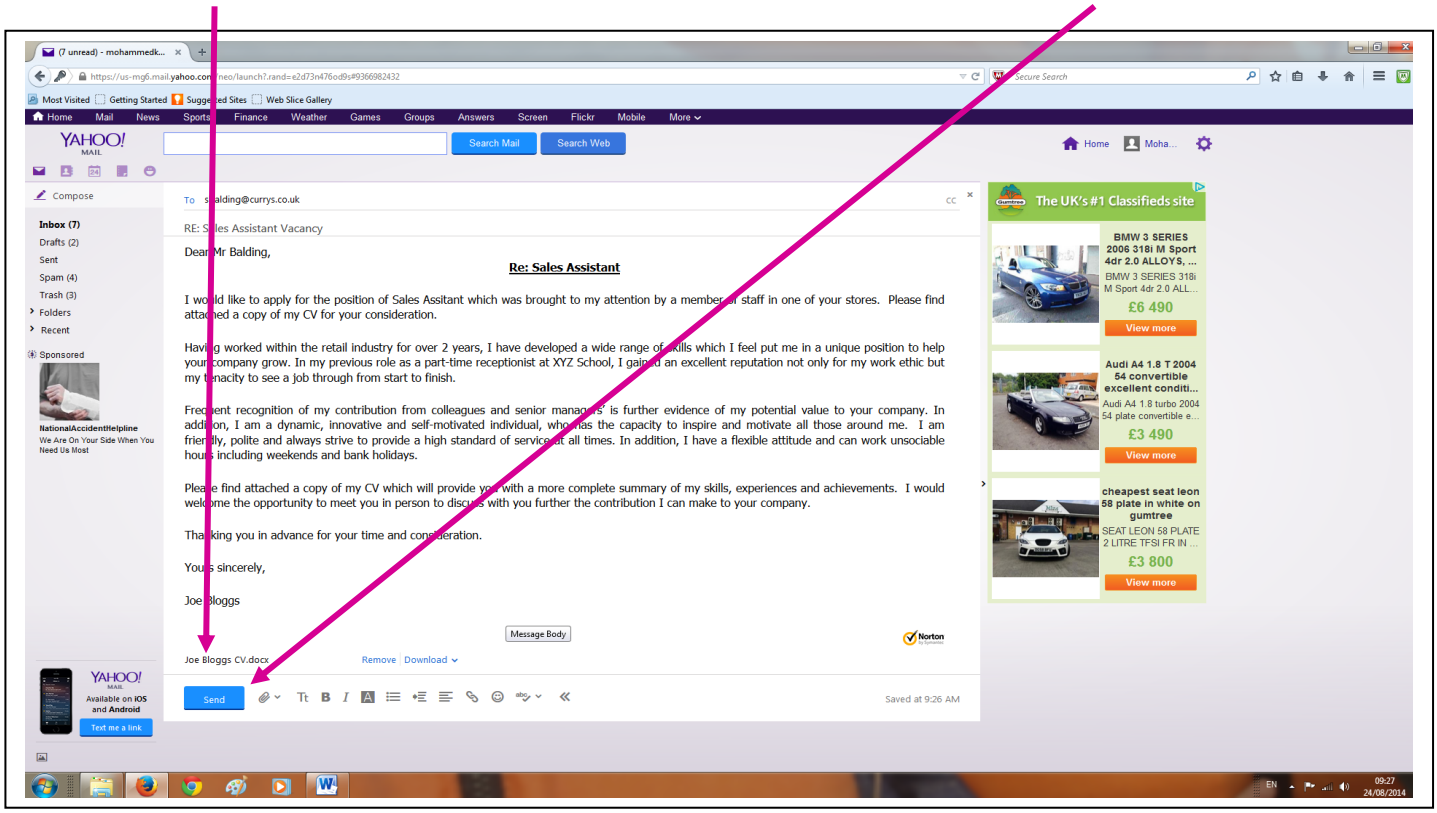


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If you click on the paper clip symbol you can choose to attach your CV from wherever it is stored on your computer (see below). Click on the appropriate file and insert.



And this should happen...Once you're happy with the email and its contents click **'Send'**



That's how you attach your CV to an email.

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