

CONOCIENDO EL CORREO ELECTRÓNICO

Instrucciones: relaciona la función de cada área de esta pantalla.

The diagram shows a window titled "Mensaje nuevo" (New message) with various fields and a toolbar. Colored boxes with arrows point to specific parts of the interface, which are then labeled in separate boxes:

- Para** (To): Points to the first recipient field (black box).
- CC** (Carbon Copy): Points to the second recipient field (blue box).
- CCO** (Carbon Copy Original): Points to the third recipient field (blue box).
- Asunto** (Subject): Points to the subject line (orange box).
- REHACER Y DESACER** (Undo and Redo): Points to the undo and redo icons in the toolbar.
- INSERTAR IMAGEN** (Insert Image): Points to the image icon in the toolbar.
- MODO CONFIDENCIAL** (Confidential Mode): Points to the lock icon in the toolbar.
- AREA DE TRABAJO** (Work Area): Points to the main text area (yellow box).
- ADJUNTAR ARCHIVO** (Attach File): Points to the paperclip icon in the toolbar.
- PONE VIÑETAS Y NUMERACIÓN** (Bulleted and Numbered Lists): Points to the bulleted and numbered list icons in the toolbar.
- COLOR DE LETRA** (Text Color): Points to the text color icon in the toolbar.
- DIRECCIÓN DEL CORREO** (Email Address): Points to the email address field (grey box).
- COPIA OCULTA PARA** (Bcc): Points to the Bcc field (blue box).
- TÍTULO DEL CORREO** (Email Title): Points to the subject line (orange box).
- ENVIAR CORREO** (Send Email): Points to the "Enviar" button (blue box).