

Enlarge the Font Size in the Body of E-mail Messages

Each Time You Compose or Read a Message

It's wheel nice!

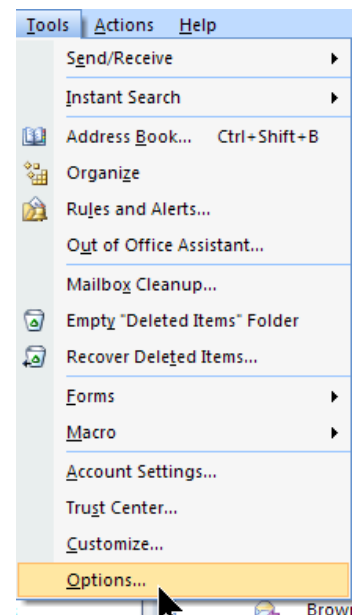
You can magnify the text inside any message you are creating or reading. **Hold down the CONTROL key while rolling the mouse wheel away from you.** This keeps the font the original size, but the text looks bigger. This is the only way to make the text bigger in messages you receive. For messages you create, see the permanent solution below:

Permanent Solution

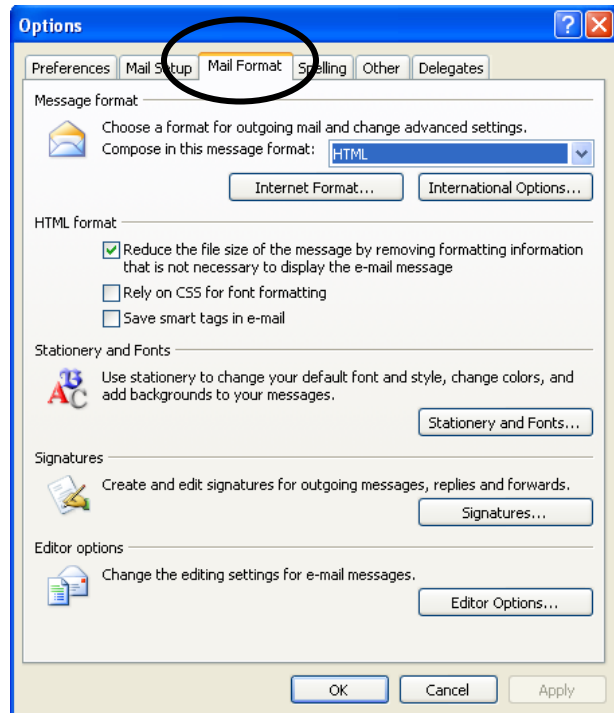
Enlarge fonts in messages you reply to or new messages you create

If you want to make the font size bigger for each new message or reply you create:

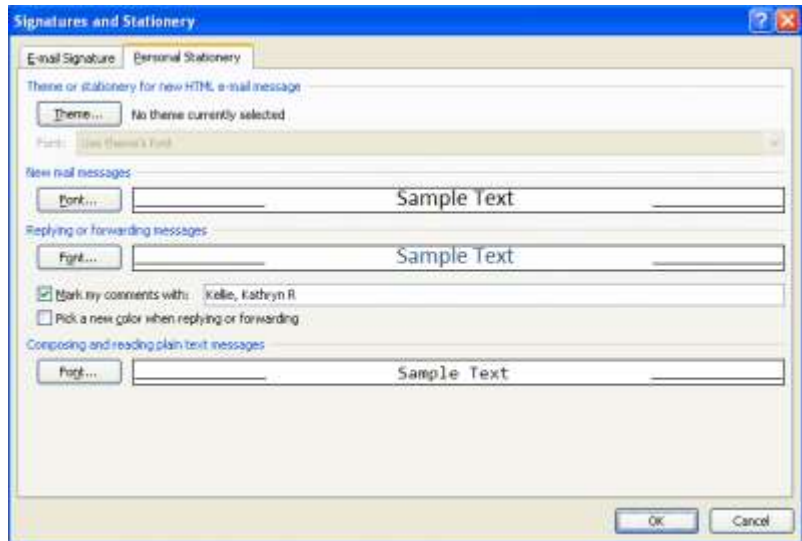
1. Select the Inbox
 2. Menu: Tools, Options...
-



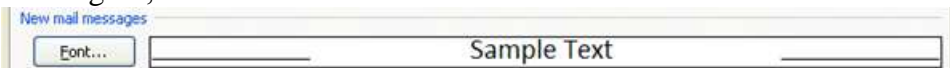
3. Click Mail Format tab



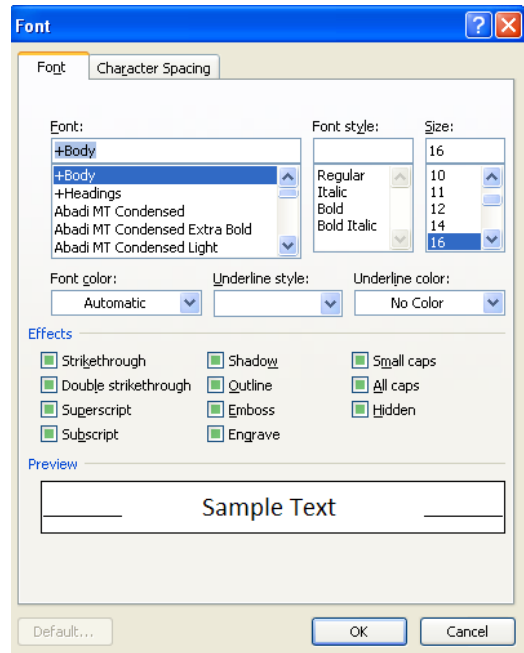
4. Click Stationery and Fonts...



5. Under "New mail messages", click Font...



6. Select the size you wish (example 16 points)



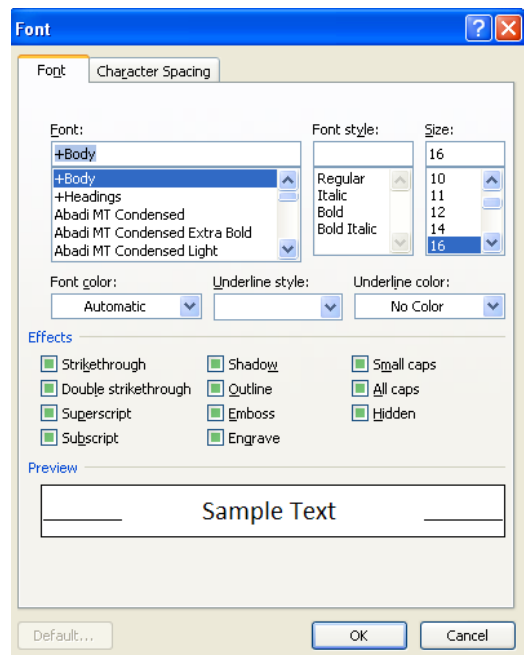
7. Click OK

8. Do the same for “Replying or forwarding messages”

9. Under Replying or forwarding messages, click Font...



10. Select the size you wish



11. Then click OK and OK again

Appearance of Message Before and After Enlarging Fonts Through Stationary and Fonts

Original font size – 8 points

Hi,
The font in this message is pretty small. I would like to make all new messages that I compose have a larger font. Instead of the puny 8 points, it would be nice to have 12 points...
Kathy

New font size – 12 points

Hi,
The font in this message is now larger and my eyes feel comfortable. Now all new messages will use 12 points font size. Ahh...
Kathy