How to Email an Indexed Image

1. Log in to Web Xtender (WX).
2. Select the appropriate Application.
3. Locate the desired image and double click it.
4. Select Document / Mail Document. The first time you do this WX asks you to enter your email address and sends you a confirmation code. You’ll retrieve the confirmation code via email and copy / paste it into WX when prompted. Then, you’ll see a dialogue that allows you to send the message. WX sends a link to the images, not the actual image. The user must log in to WX to see the image.