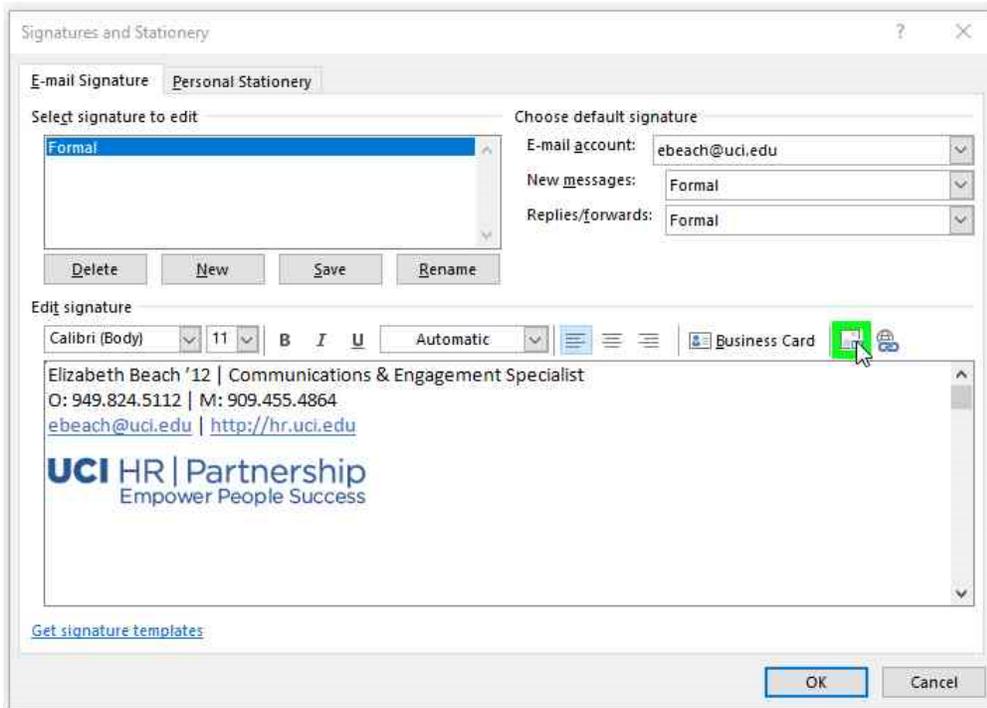# HOW TO ADD A HYPERLINKED IMAGE TO YOUR EMAIL SIGNATURE:

1. **Save the image (e-signature highlight) you would like to insert into your signature onto your computer.**
2. **Then, use the Outlook Signature function to edit your email signature.**
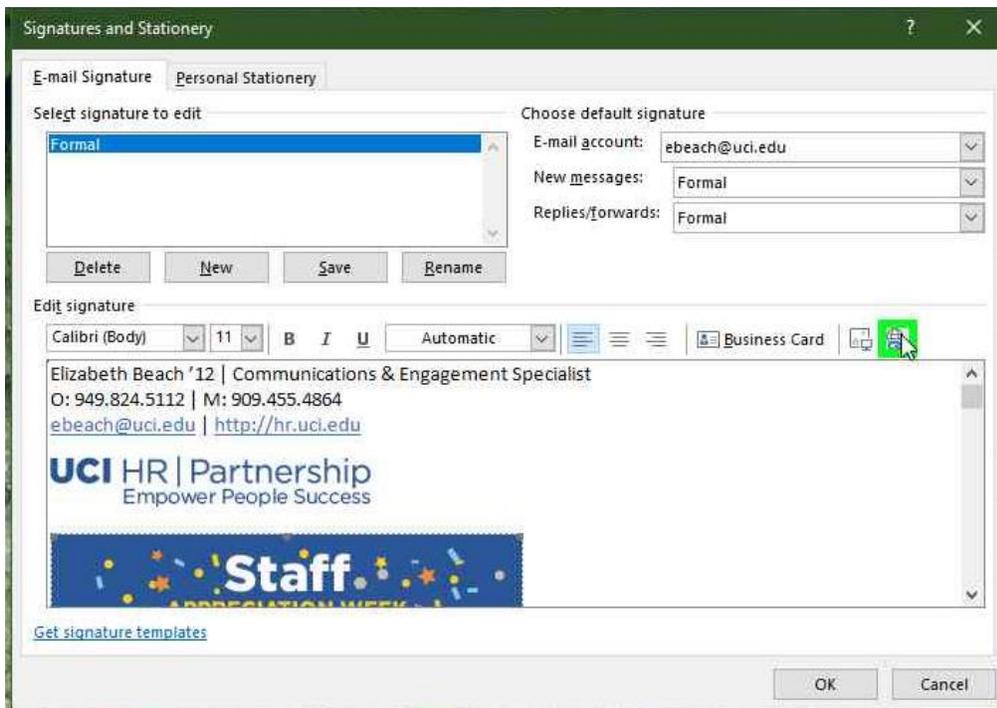3. **Click on the square/mini computer icon to browse your computer for the image you would like to insert.**

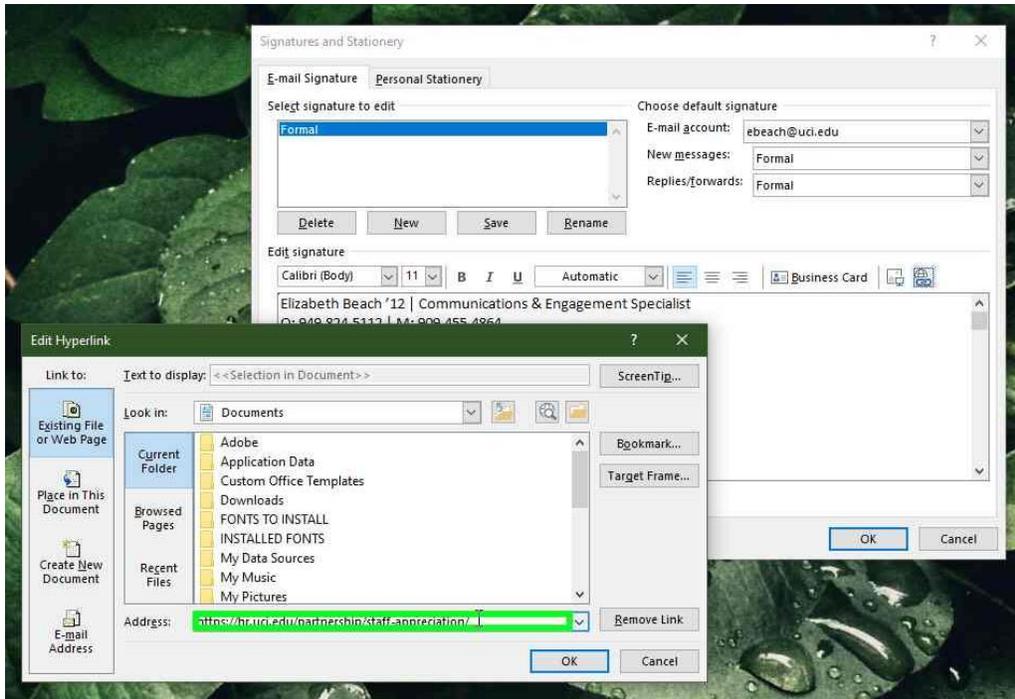4. **Select the image you want and click "Insert."**
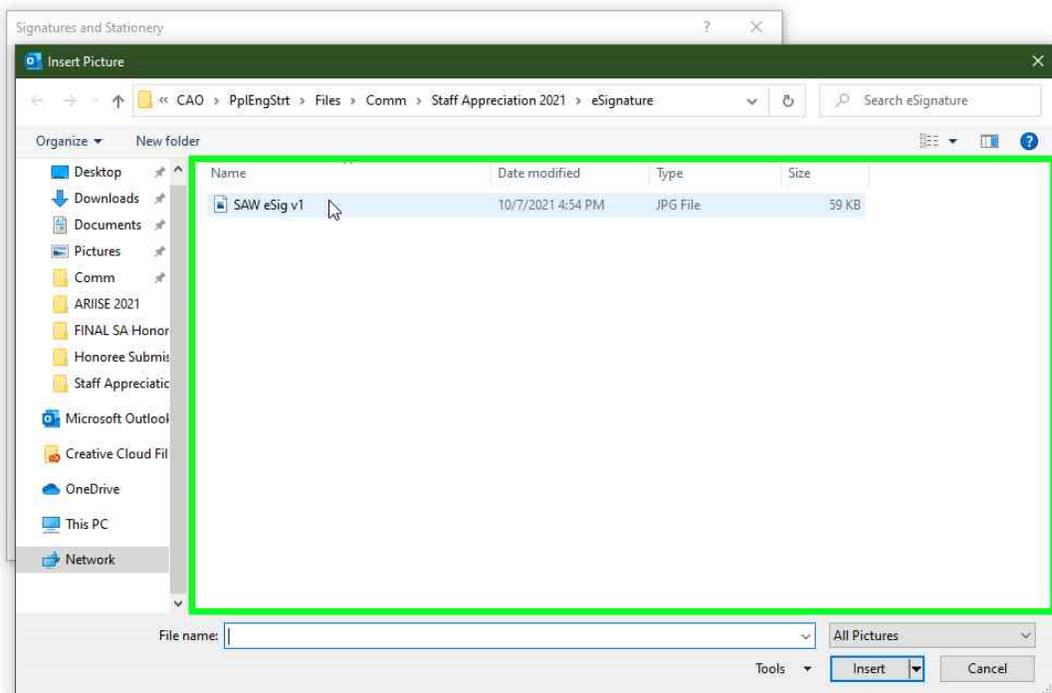
5. **Click on the image that you want to hyperlink.**
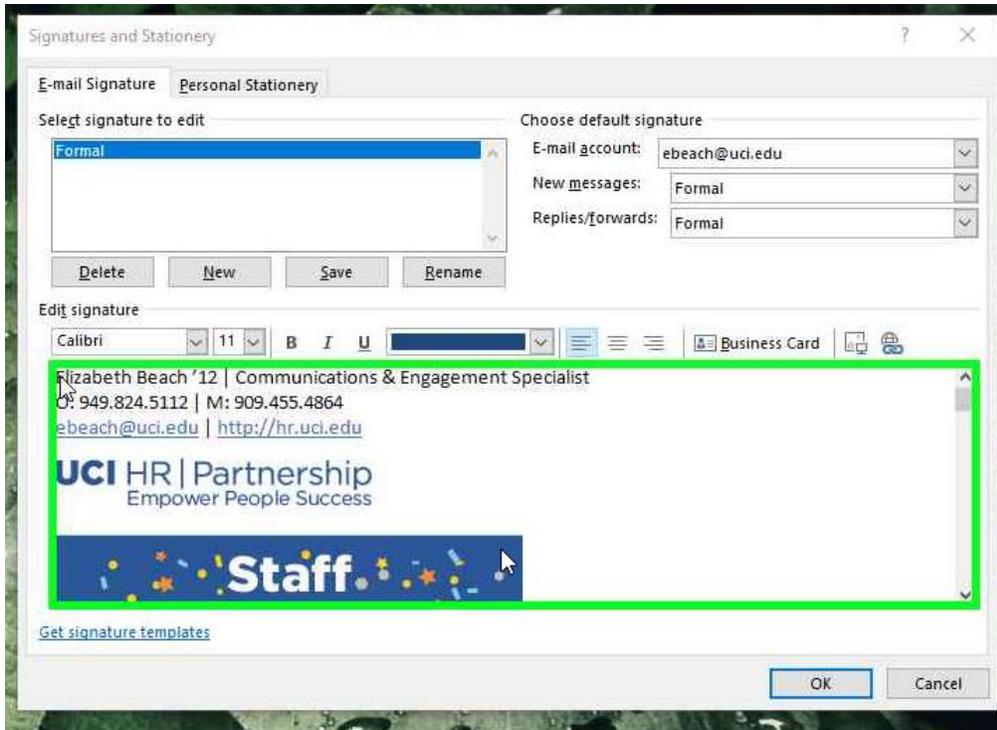
6. **Click on the Globe/Chain Link icon.**

7. **Add the hyperlink that you want your image to link to into the address file and then click "OK."**

1. **Click "Save" the "OK."**