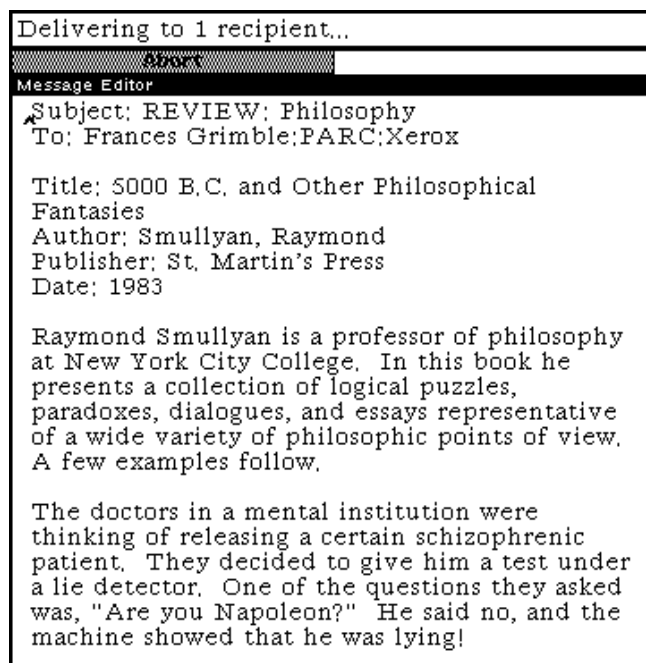


Once you have written the message you want to send, you can initiate its delivery to the recipient by pointing the cursor at Deliver and clicking the left mouse button. Lafite will fill in your name and the date (though they won't appear in the window) and proceed to send the message. A gray background will appear behind the Deliver command, then the command will change to Abort (see figure 24). If you decide not to send a message after buttoning Deliver, select the Abort command and Lafite will halt the delivery of the message.



*Figure 24. A message composition window after Abort was chosen. After Lafite aborts the delivery, the word "abort" will appear in the prompt region and the message will be redisplayed*

Invoking Deliver will send the message to all its intended recipients. Each recipient will receive only one copy of the message, even if his or her name appears more than once (a name might be on several distribution lists specified in the To or CC field).

If Lafite discovers an error in the list of recipients, it will tell you that the "recipient is not understood" and give you an opportunity to correct the mistake and invoke Deliver again. When the list is acceptable (i.e., all specified recipients are known to have in-boxes), Lafite will deliver the message. After successful delivery, the word Abort will disappear. Lafite will tell you that it is done and close the message composition window. Delivery happens in the background, so you can perform other tasks while delivery proceeds.

After a message is delivered, it is entered into your out-box, a window attached to the bottom of your status window (see figure 25). This window contains one-line descriptions of the two messages you sent most recently. The out-box is treated as a

menu—selecting a line in it brings up the corresponding message for further editing and delivery. The out-box can be independently closed if you are no longer interested in the messages displayed therein.



*Figure 25. A status window showing the out-box. The number of messages retained can be changed using the LAFITEOUTBOXSIZE variable; see chapter 13, "Customizing Lafite"*

If you decide not to do anything with a message you started to compose, simply close the message composition window with the standard right-button window menu. Lafite asks you to confirm flushing the message; its text will not be saved.

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## Delivery of Formatted Messages

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Only Lafite users can read a formatted message; all other mail readers will see only the plain text of the message. If you try to deliver a formatted message, Lafite asks if you want to retain the formatting information, putting up a menu with the choices Send Formatted Message, Send Plain Text, and Abort. Send Formatted Message retains all the formatting information. This choice is made automatically if the message contains a bit map, because there is no way to send the image without the formatting. If you send a message containing a bit map to a non-Lafite user, the content of the bit map will appear as a string of trash, which may disturb some message-reading systems.

Send Plain Text sends only the text of the message. The message will appear to the recipient in whatever font his or her mail reader usually uses, and all paragraph formatting (centering, justification, special tab stops) will vanish. Sometimes a message appears to Lafite to be "formatted" when it really only contains inconsequential variations in fonts or line spacing, typically the result of copy-selecting text from another window. In such cases, where you did not intend special formatting, it is best to choose Send Plain Text to reduce the message overhead and avoid imposing your default font choice on your recipients.

Abort does not send the message, but returns you to the message editor to continue editing the message.