



Gmail: Dragging and dropping attachments

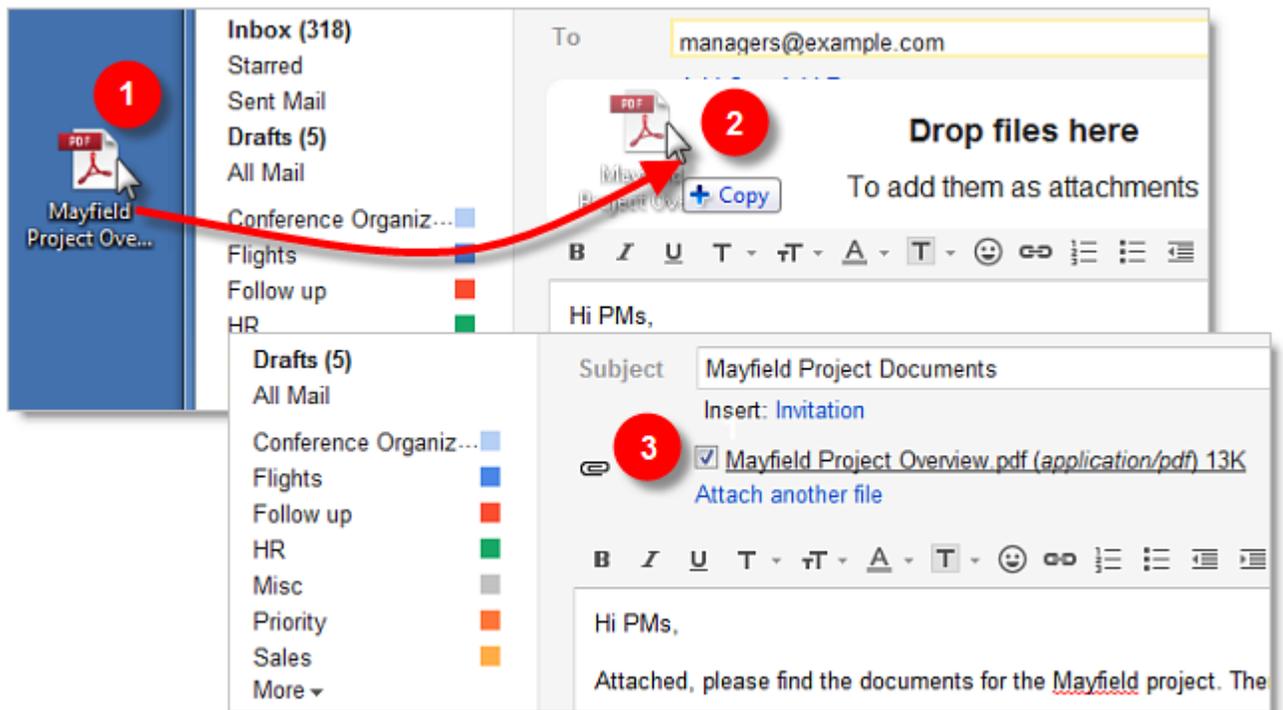
Adding attachments to messages in Gmail is easy - just drag and drop! You can drag one attachment or multiple attachments onto your messages. You can also drag attachments from a message to your desktop or another folder.

Note: Dragging and dropping attachments currently only works with Google Chrome and Mozilla Firefox 3.6 or later.

Drag and drop one or more attachments

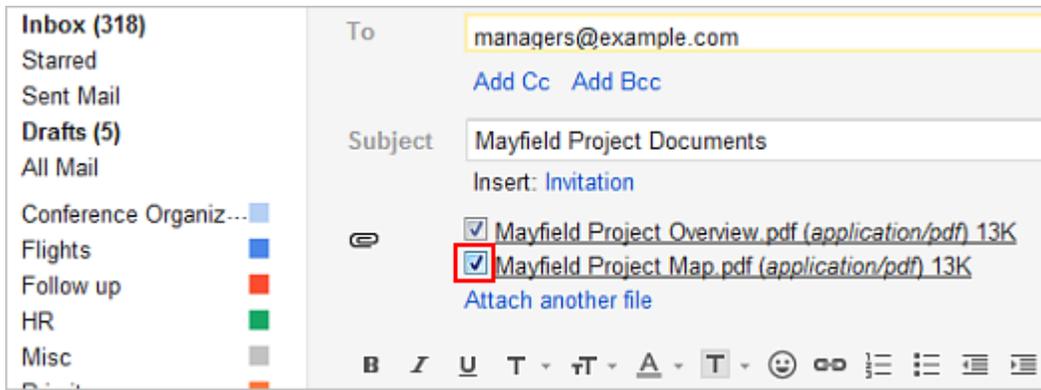
To drag and drop one or more attachments:

1. Select the file(s) you want to attach.
2. Hold down your left mouse button, drag the file(s) below the Gmail **Subject** field (**Drop files here** will appear when you're in the right spot), and release the mouse button.
3. Your file(s) attach themselves to the message.



Note: Remember that while you can attach multiple files, the maximum total attachment file size, inclusive of all attachments and the content of the message, is 25 MB.

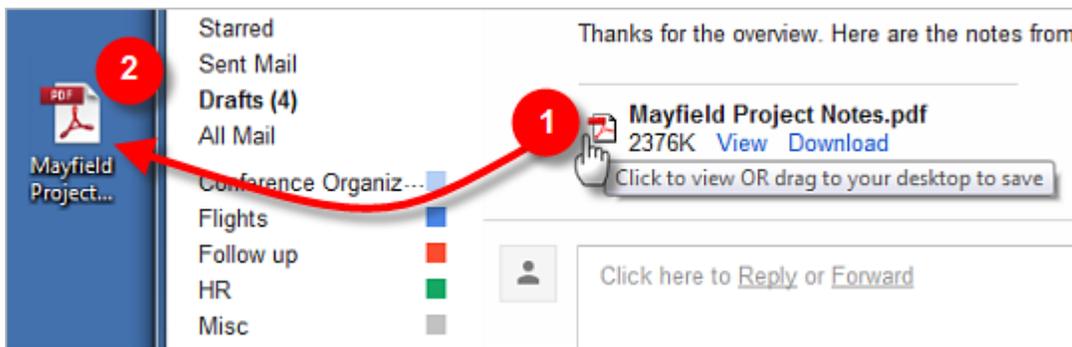
To send a message without a file that has been previously attached, uncheck the box to the left of the file before sending the message.



Drag and drop attachments from a message

To drag and drop attachments from a message to your desktop or another folder, open the message, then:

1. Select the attachment.
2. Hold down the left mouse button, drag the attachment to your desktop or another folder, and release the mouse button.



Note: Remember that dragging attachments from a message is currently only available using Google Chrome and Mozilla Firefox 3.6 or later. When using another browser, click **View** or **Download** instead.