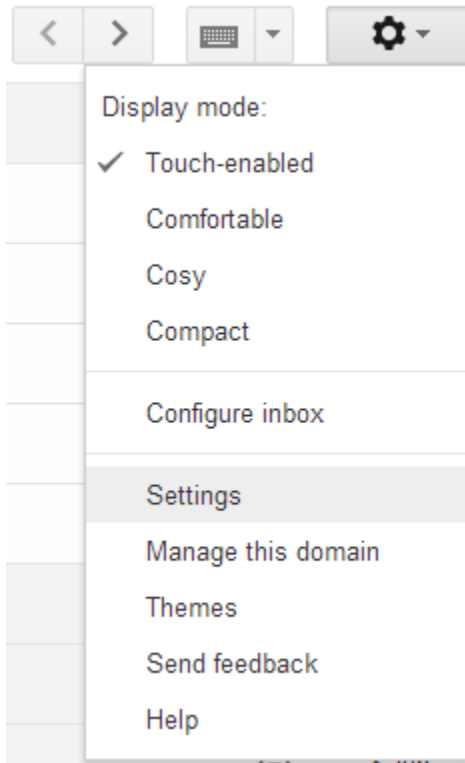# How to add the EICS logo to your email signature:

1.) From the inbox, click the gear to settings.

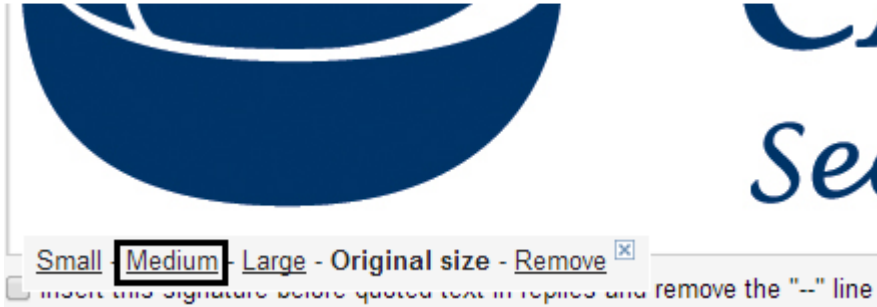**2.) Scroll down to the signature window.**
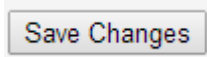

3.) Click the image button on the signature toolbar.

4.) Paste the following URL into the image url box and press ok.

http://www.eics.ab.ca/uploads/divlogo/1456160943-235w_divlogo.png

5.) Click on the image and select "Medium" for size.

Small - Medium - Large - Original size - Remove ⊠

6.) Scroll to the bottom of the page and click the Save Changes button.

Save Changes

Now you should have an EICS logo at the end of every signature!