

Adding a Non US address to the Zip Table

1. In Family Directory click on the postage stamp.

The screenshot shows the 'Family Details' window for a family with ID 67676. The primary address is listed as 'Home' and includes the address '311 Sugarloaf Reserve Drive', city 'Duluth', state 'GA', zip '30097', and area code '678'. A postage stamp icon is visible next to the address fields, with an arrow pointing to it from the instruction above.

2. Select "Other" from the drop down menu

The screenshot shows the 'City Lookup' window. The 'Country' dropdown menu is open, and 'Other' is selected. The search criteria are set to 'USA' for the country, with empty fields for City, State, and Zip Code. A table below the search fields contains one entry: Atlanta, Fulton, GA, 30306, USA.

This activates the City lookup screen

The screenshot shows the 'City Lookup' window with the 'Country' dropdown set to 'USA'. The table below the search fields has the first row highlighted, showing the entry: Atlanta, Fulton, GA, 30306, USA.

- 3.. Insert the correct information

The screenshot shows the 'City Lookup' window with 'Other' selected in the 'Country' dropdown. The search criteria are now 'Toronto' for the city and 'H01A09' for the postal code. The 'Country' field is set to 'Canada'. The table below the search fields is currently empty.

4. click on add Non US