

# Intro to Email Practice



In this course, we've learned a lot about email as we followed along with Amy. Let's see what you remember.

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 If Amy wants to set up an email account, what would be the most appropriate username?

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If Amy wants to set up an email account so she can communicate with her child's teacher or contact potential employers, what would be the most appropriate username?



That's right! Amy wants to choose an email username that looks professional, that doesn't include personal information that might be inappropriate for a potential employer to see.

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If Amy wants to send the same email to six different people, what's the best way to do it? Should she send a separate email to each person one at a time, or, send one email to multiple people at once?



That's right! You can put more than one email address in the "To" field when composing an email message.

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Where should Amy click to create a **new email message**?

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Let's take a look at Amy's inbox. If Amy wants to send an email to her daughter's teacher, Ms. Thompson, what does she click on to create a new email message? Click on the button in the correct place. Click on the Hint button if you need help.

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Amy has a new email from her sister Nikki. Click on the correct part of the screen to **open** Nikki's message.

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Amy has a new email from her sister Nikki. Click on the correct part of the screen to open Nikki's message.

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Amy has just read this email from her sister NIkki. If she wants to reply, there are two places she can do that. Click one of the two places where Amy can click to send a reply.

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Amy wants to see an email she sent. Click on the correct part of the screen to open the **sent mail** folder.

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Amy wants to see an email she sent. Click on the correct part of the screen to open the sent mail folder.

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Great job! In this class, we learned what an email is, and followed along with Amy as she set up her email account and started to send and receive messages. Now why don't you give it try?

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