

USING EMAIL

EMAIL BASICS



+1 647-391-9668

www.mwc.community

info@mwc.community

Sending Emails

- Open your email app, click "compose," enter the recipient's address, write your message, and press send.
- Always double-check the email address before sending.



Attach Files

- Click the paperclip icon to attach photos or documents to your email.
- This is useful for sharing files with family, doctors, or services.



Watch For Phishing Scams

- Some emails pretend to be from banks or government agencies.
- If an email asks for passwords or money, it may be a scam.
- Do not click links or download attachments from unknown senders.

Ask For Help

- If you receive a suspicious email, ask a trusted family member or support service before responding.
- It is always safer to double-check.

