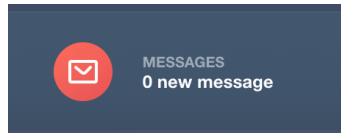
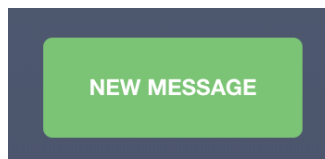


Sending Messages in EduLink

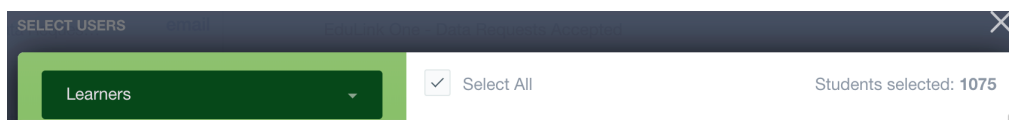
1. After logging into EduLink click on the Messaging button at the bottom of the page.



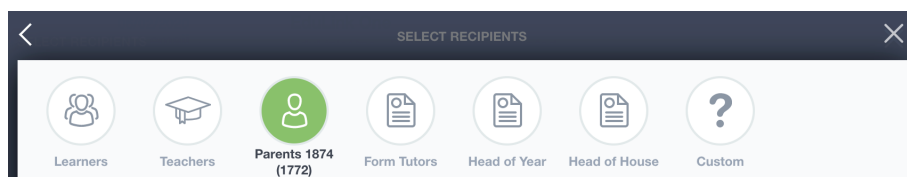
2. Then click on "New Message"



3. Select the students/employees you wish to send the message to or click "Select All" to highlight all students.



4. Select "Parents" to select all the parents of the students.



5. Compose the message like you would a normal email and then click on "Send".

