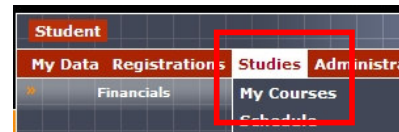


THE COURSE MAIL

ETR offers a feature to contact all your fellow classmates on a course. This is called the course mail.

Here you find some hints how to do it.

1. Log in to ETR and choose Studies and My courses



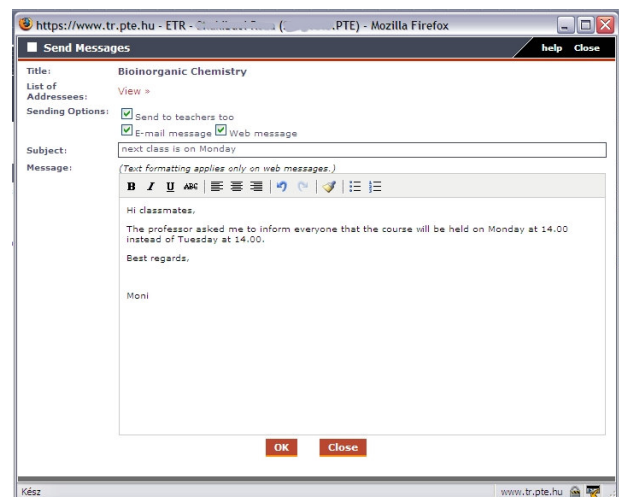
2. Your list of courses will appear. Click on the Msg icon in the row of the chosen course.

| CourseCode | CourseTitle | CourseType | Crs | Training Prg | Status | Ff | SchedTime | InfoSheet | Forum | Msg |
|------------|---|--------------------|-----|----------------|-----------------------|----|---|-----------|-------|-----|
| ATT3-T | Physical Education Table tennis F 13:30 | TK - Tárgykurzu... | 0 | TESENV/07-08-1 | Normál kurzusfelvétel | | PetSfi Á., Tézczely T., Friday 13.30-15.00: Training room | | | |
| D5A-AA2-T | Anatomy 2 | (AOK) course | 5 | dent07/07-08-1 | Normál kurzusfelvétel | | Csernus V., Horváth J., Kovács M., Rékási Z., Tóth P. | | | |

3. In a pop-up window the message box will come out.

- a. Decide if you also want to send it to the teachers of the course, and
- b. if you want you message to be sent in e-mail and/or
- c. to appear as a pop-up message when the student logs in to ETR (Web message).
- d. Compose the message.

If you are ready to send the message by clicking on OK or cancel the whole thing by clicking on Close.



4. If you want to check the list of the recipients, click on View. In another pop up the list will appear. Those who have a sign in the column of E-mail and/or Web and whose e-mail address is given there will receive your letter. Just close this window.

Note: it is up to the student if they give their e-mail addresses or if they set in ETR to receive mails and web messages...

