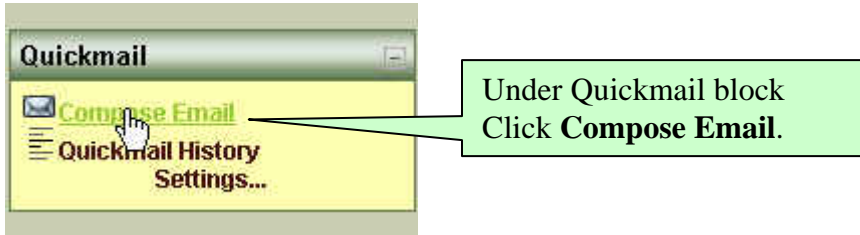
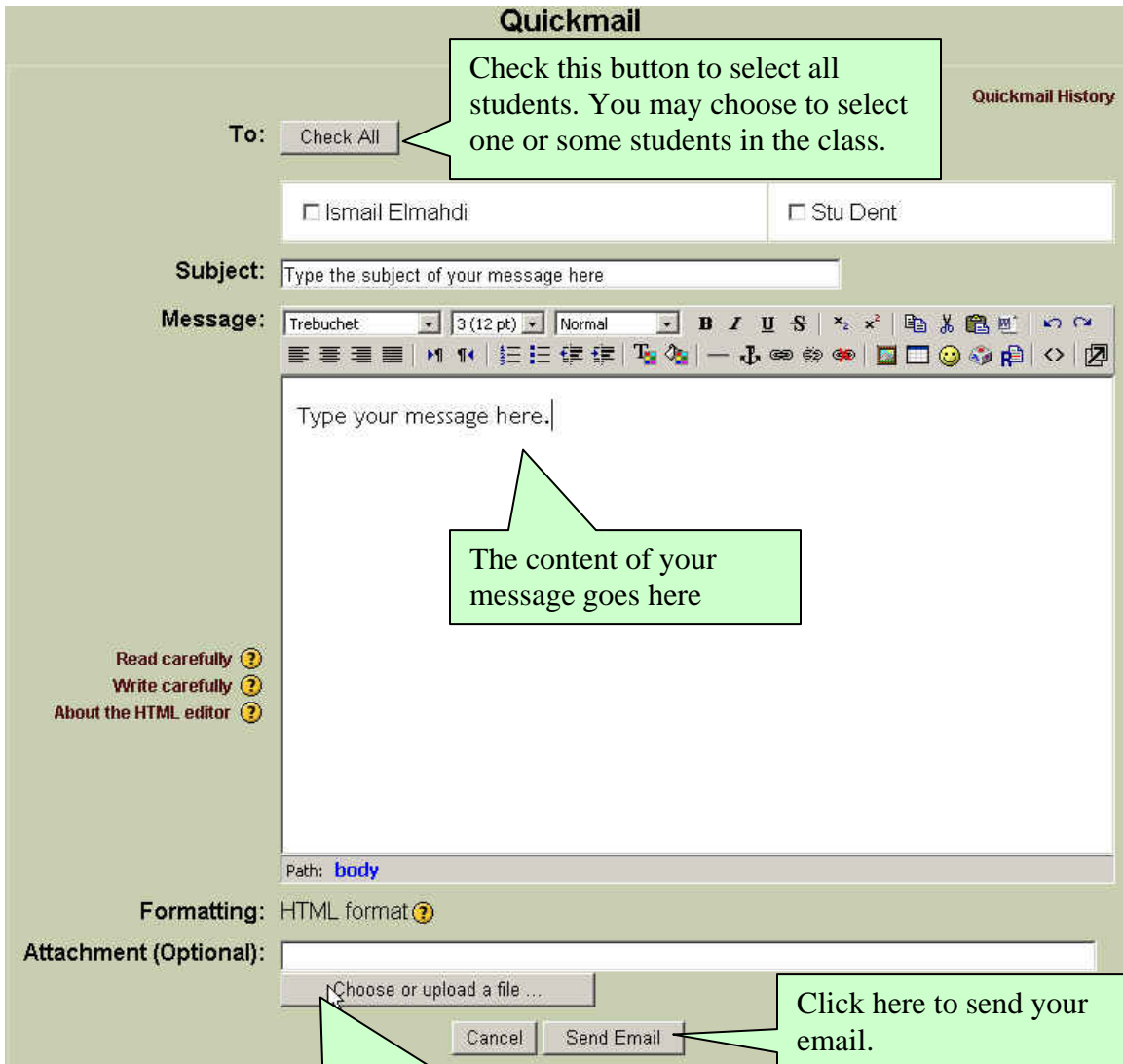


How to use Quickmail

Moodle provides instructors and students with a very suitable communication means known as **Quickmail**. You can email any or all of the students from within Moodle in just a couple of keystrokes. To send an email to all or some of the students in your course do the following:



The following window will come up. Follow the instructions in the green tags:



Click here to add an attachment. The attachment should be uploaded to the file area before you can add it to your message.