



- Digital letters
- Keeping in contact
- Sending documents
- FREE to use
- Need to create online accounts
- Personal address



WHAT IS EMAIL?



Hotmail®

KEY WORDS

- Attachment attaching something to the email you are sending
- CC Carbon Copy – sending a copy of the email to someone
- BCC Blind Carbon copy – sending a blind copy to someone
- Flagged makes the email easier to find.
- Spam junk email
- ISP internet service provider – you need this to access the internet.
- Inbox where all your mail is stored for you to read and move.
- Phishing an email looking to get your information
- Reply replying to the person who has sent the email
- Reply all sends a reply email to everyone attached to the email
- Forward forwarding the email on to someone else to see.

PHISHING WHAT TO LOOK FOR?

- Too good to be true – it probably will be
- Sense of urgency – someone needs you to go it now, or in a week be careful
- Hyperlinks – if you have to follow a link look at the end and what it says.
- Attachments – if an email has an attachment and you are unsure of the sender DON'T OPEN IT.
- Unknown sender – if you don't know them don't trust them.
- <https://www.youtube.com/watch?v=9TRR6lHviQc>

Attn: Your-150 Dollar Prime Credit Expires on 12/28. Shopper:

Spam x



Amazon Update <AmazonUpdate@efficaciouscrbays.xyz>

to me ▾

⚠ Why is this message in Spam? It's similar to messages that were detected by our spam filters. [Learn more](#)



The Amazon Marketplace

-----SHOPPER/MEMBER:4726

-----DATE-OF-NOTICE: 12/22/2015

Hello [Shopper: \[redacted\]@gmail.com](#)! To show you how much we truly value your years of business with us and to celebrate the continued success of our Prime membership program, we're rewarding you with-\$100 in shopping points that can be used on any item on our online shopping site! (this includes any marketplace vendors)

In order to use this-\$100 reward, simply go below to get your-coupon-card and then just use it during checkout on your next purchase. That's all there is to it!

[Please visit-here now to get your reward](#)

***DON'T WAIT! The Link Above Expires on 12/28!



Gmail ▾



Important: Your Password will expire in 1 day(s)



Inbox x



MyUniversity

12:18 PM (50 minutes ago)



to me ▾

Dear network user,

This email is meant to inform you that your MyUniversity network password will expire in 24 hours.

Please follow the link below to update your password

myuniversity.edu/renewal



MY UNIVERSITY

Thank you
MyUniversity Network Security Staff

From: VISA
Subject: Billing Information

To: Steve Palm
Cc:



GENERIC SALUTATION

Dear Visa customer,

UNPROFESSIONAL MANNER

This email is to inform you of a recent update we made to our systems,
To avoid service interruption we require that you confirm
your account as soon as possible.

Please take a moment to confirm your account by going to the following address:

http://visa-secure.com/personal/secure_with_visa/

POSSIBLE DISGUISE
FOR WWW.VISA.COM

Follow these steps:

- 1: Confirm your account by clicking the link above.
- 2: Verify your visa card information.
- 3: Your account will then be updated, you may continue using your visa without any in

STATEMENT URGING
IMMEDIATE ACTION

*** Please note: If you FAIL to update your visa card, it will be temporarily disabled.

We apologize for any inconvenience this may cause.
The visa team is working hard to bring you the best services on the web.

Reply | Delete | Archive | Spam | Sweep | Move to | Categorise

Account Information : UPDT/SECURITY.ACCOUNT-SNTDR.CASE2181LPA/PLCB



support@santander.co.uk <tetegdek8@extremailserver.com>

Tue 03/07/2018, 08:57

You



Online Banking Alert

Security Update

EMAIL ID: 00465/HUY78HWJK/WDQ87CXBD5/GB

Security Checkpoint

This email includes a Security Checkpoint. The information in this section lets you know this is an authentic communication from Santander UK.

Please note that starting from Tuesday, July 3, 2018 we will be introducing new online banking authentication procedures in order to protect the information of our online banking users.

This is the security information that will be added to your account.

- Two-factor authentication
- Security Question

Account Information : UPDT/SECURITY.ACCOUNT-SNTDR.CASE2181LPA/PLCB



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- Security Question

You are required to confirm your personal details with us as you will not be able access our online service until this has been done. as you're already registered for online banking all you need to do is to confirm your online banking details.

<https://www.santander.co.uk/wc/s/UpdateSec?id=UHJB2738>

Once you've completed this process you will be able to have full access to our online banking service. Your new updated security information will be added to your account within 2 weeks of your account being verified.

Like to get more Alerts? Sign in to your online Banking account at www.santander.co.uk and within the Accounts page select the Alerts tab.

Email Preferences

This is a service email from Santander UK. Please note that you may receive service email in accordance with your Santander UK service agreements. whether or not you select to receive promotional email.



YAHOO!
MAIL

PROVIDERS

TalkTalk





WHY HAVE DIFFERENT EMAILS?

Depends on the device you are using

- Apple = iCloud
- Android = Gmail
- Microsoft = Hotmail



HOW DOES EMAIL WORK

<https://www.youtube.com/watch?v=1B0tiUSmIBI>

ADVANTAGES

- Free
- Easy to use
- Easy to sort and store
- Fast and effective
- Globally used
- paperless



DISADVANTAGES

- Emotional response
- Lack of personal touch
- Too much information
- Spam emails
- Keeping on top of emails





WHAT CAN EMAIL BE USED FOR

- Social media
- Sending letters and documents
- Creating accounts
- Talking to family and friends
- Work/ business use
- Blogs



FUN FACTS

- Almost 2.7 million emails are sent per second
- Bill Clinton claims to have only sent 2 emails as President
- After 24 hours, the chance of an email being opened is 1%
- People on average spend 3.3 hours on work email and 2.1 hours on personal email every day
- 26% of people check email before getting out of bed
- 60% of email is spam
- Email checking causes stress & The average email user checks their email around 15 times every day

55%00:17

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Primary

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✓

Tap a sender image to select that conversation.

✕

👤

📧

👥

🏷️

📧

Google

11 May

Improvements to our Privacy Policy and Privacy Controls

Google nickpotter764@gmail.com Updating Our Privacy Policy This month... ☆

📧

Gmail Team

21/03/2017

Stay more organised with Gmail's inbox

Hi Nick Gmail's inbox puts you in control Inbox video Meet the inbox Gmail'... ☆

📧

Gmail Team

21/03/2017

The best of Gmail, wherever you are

Hi Nick Get the official Gmail app The best features of Gmail are only availa... ☆

📧

Gmail Team

21/03/2017

Three tips to get the most out of Gmail

Hi Nick Tips to get the most out of Gmail Bring your contacts and emails in... ☆




55%00:17

☰

Primary


🔍



Nick Potter


nickpotter764@gmail.com

▼




Primary

4




Social




Promotions


All labels




Starred




Snoozed




Important




Sent



Outbox




Drafts




All mail

4




Spam




Bin


Google apps




Calendar



Contacts




Settings



Help & feedback

✓


Tap a sender image to select that conversation.



Google

Improvements to our Privacy Policy and Privacy Cont


Google nickpotter764@gmail.com Updating Our Privac



Gmail Team

Stay more organised with Gmail's inbox


Hi Nick Gmail's inbox puts you in control Inbox video Iv



Gmail Team

The best of Gmail, wherever you are

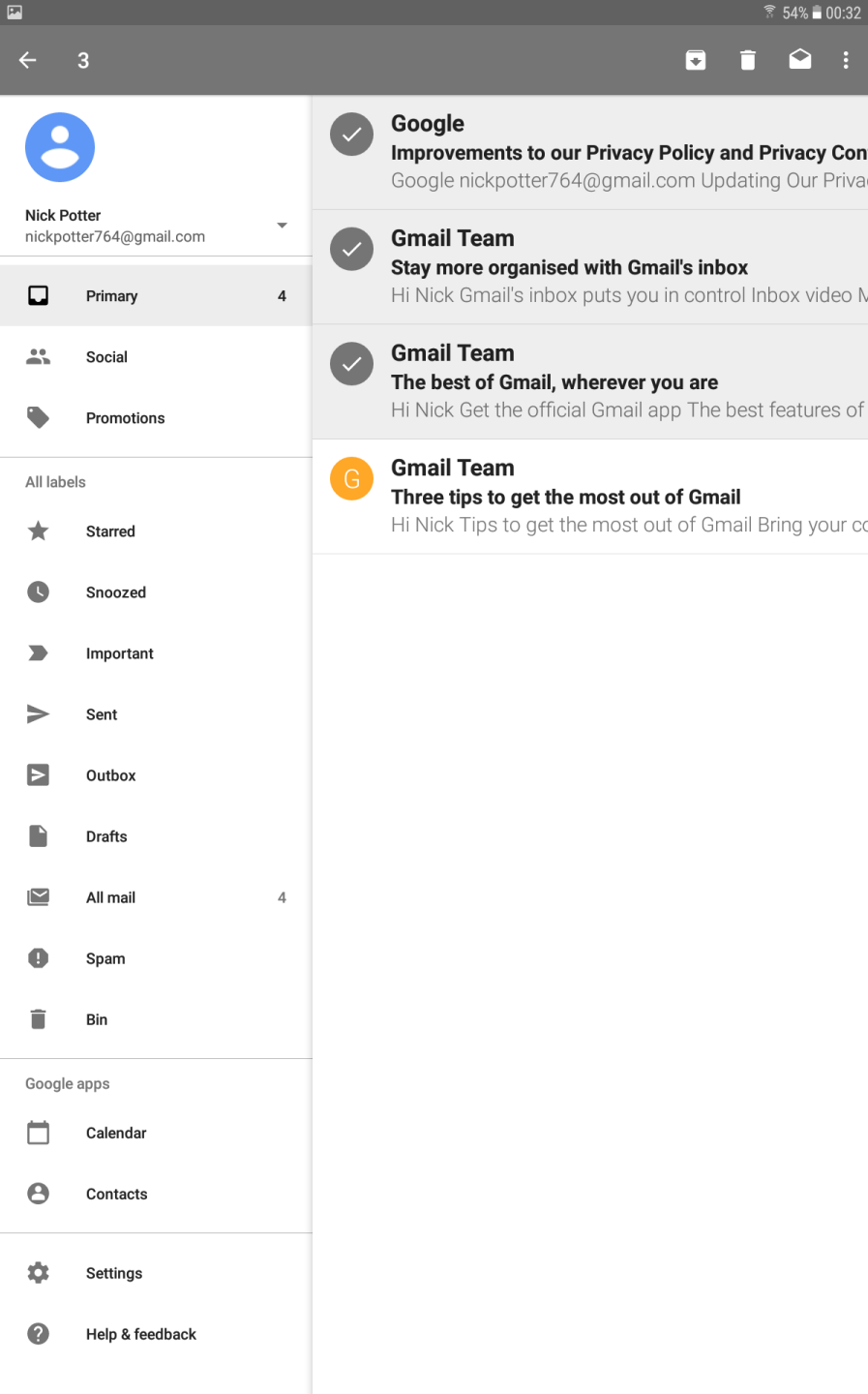
Hi Nick Get the official Gmail app The best features of



Gmail Team

Three tips to get the most out of Gmail

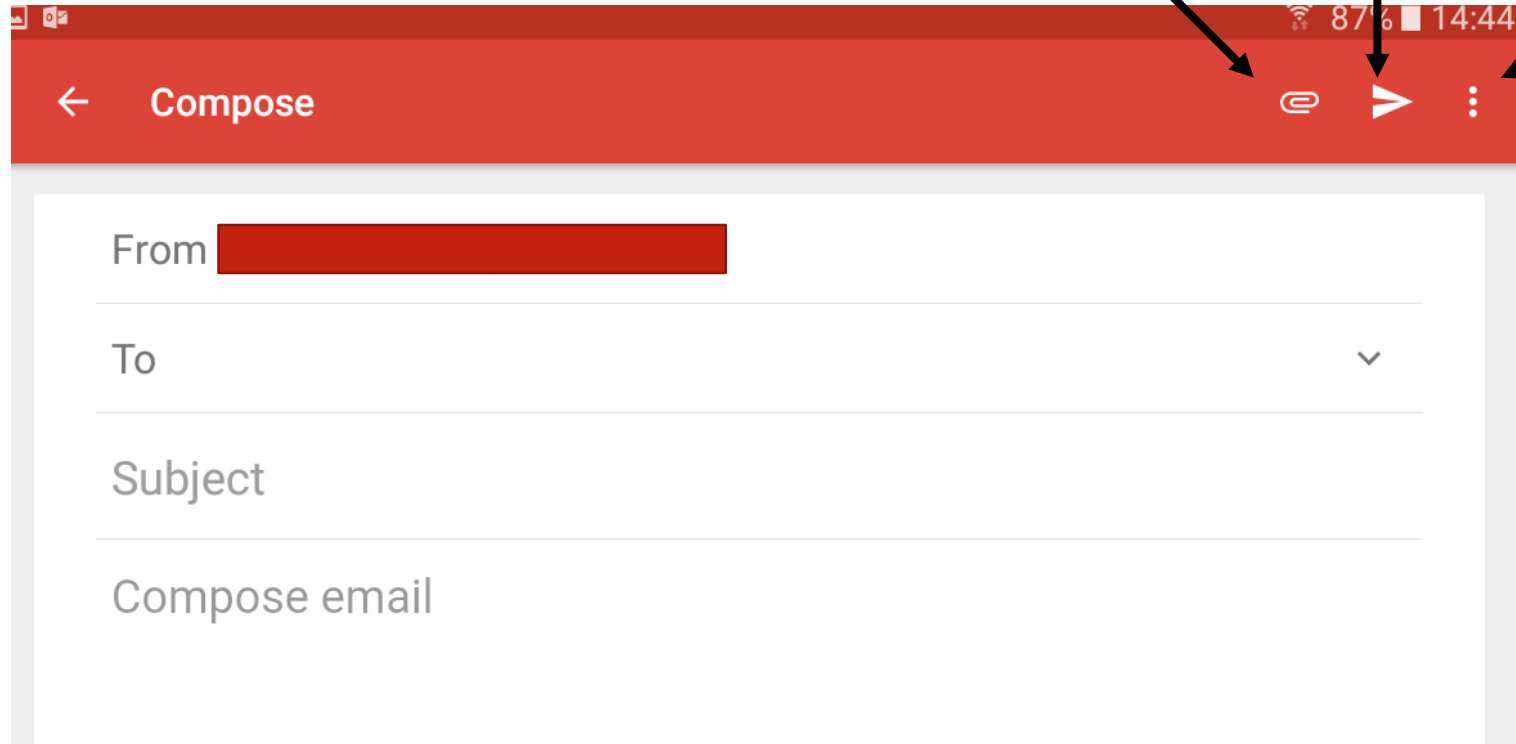
Hi Nick Tips to get the most out of Gmail Bring your cc



Attach

Send

Settings



The image shows a screenshot of an email application's 'Compose' screen. At the top, a red header bar contains a back arrow, the word 'Compose', and three icons: a paperclip, a right-pointing arrow, and a three-dot menu. Three black arrows point from text labels above to these icons: 'Attach' points to the paperclip, 'Send' points to the right arrow, and 'Settings' points to the three dots. Below the header, the form has four sections: 'From' with a red rectangular input field, 'To' with a text input field and a dropdown arrow, 'Subject' with a text input field, and 'Compose email' with a larger text input field. The top of the screen shows a status bar with a signal icon, 87% battery, and the time 14:44.

Compose

From

To ▾

Subject

Compose email



From: [The Westminster Collection](#) >

To: [Lauren Gibson](#) >

[Hide](#)



The unique WWI coin that ensures we'll never forget

2 October 2018 at 10:50

Please do not reply to this email. To contact The Westminster Collection please email
enquiries@westminstercollection.com



[The "Lest We Forget" Silver Helmet-Shaped Coin](#)

Dear Miss Gibson,

This is the most remarkable First World War coin ever to be issued

Inbox

andy tennant Tuesday

Fwd: Mystery Visits 2018

----- Forwarded message -----
From: Star Pubs & Bars <Do_Not_Reply...**eBay** Tuesday

Rare 1807 Abolition Of Slavery 2 Poun...

We want to help you get what you want
[eBay]<<https://rover.ebay.com/rover/2/>...**The Westminster Collec...** Tuesday

The unique WWI coin that ensures we'l...

A genuinely remarkable issue Please do
not reply to this email. To contact The...**service@paypal.co.uk** Sunday

You've got money

Lauren Gibson, you've received £20.00
GBP Dear Lauren Gibson, [<https://www...>]**The Westminster Collec...** Saturday

You've got to act fast to get these Harr...

If you don't act now, you might miss out
Please do not reply to this email. To co...**VUE** Friday

Films showing for just £4.99 at Vue York

Find out what's on at Vue [Vue] <<http://www.popcorn.myvue.com/r/lk/v/OTY3...>**Goodreads** Thursday

New October Releases

Here are this month's new releases from
authors on your shelves and your favor...**The Westminster Collec...** Thursday

STOP PRESS: Royal Mail Harry Potter s...

FIRST EVER Royal Mail stamp tribute to
a major British film! Please do not reply...**Apple** 25/09/2018Your recent download with your Apple ID
[Apple] RecentDownload DearLauren,

Updated Just Now

Hide TC

ensures we'll never forget

ail. To contact The Westminster Collection please email
ries@westminstercollection.comer
ION["Silver Helmet-Shaped Coin](#)

st World War coin ever to be issued

00:28 Thu 4 Oct

Mailboxes

Done

Inbox

Tuesday

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More

Flag

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eBay

Tuesday

Rare 1807 Abolition Of Slavery 2 Poun...
We want to help you get what you want
[eBay]<https://rover.ebay.com/rover/2/...

The Westminster Collec...

Tuesday

The unique WWI coin that ensures we'l...
A genuinely remarkable issue Please do
not reply to this email. To contact The...

service@paypal.co.uk

Sunday

You've got money
Lauren Gibson, you've received £20.00
GBP Dear Lauren Gibson, [https://www...

The Westminster Collec...

Saturday

You've got to act fast to get these Harr...
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VUE

Friday

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FIRST EVER Royal Mail stamp tribute to
a major British film! Please do not reply...

Apple

25/09/2018

Your recent download with your Apple ID
[Apple] RecentDownload DearLauren,

Updated Just Now

98%

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ries@westminstercollection.com

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ROYAL CANADIAN
MINT
MONNAIE ROYALE
CANADIENNE



["Silver Helmet-Shaped Coin](#)

st World War coin ever to be issued

[Cancel](#)

Inbox

- ☐ **andy tennant** Tuesday
Fwd: Mystery Visits 2018
----- Forwarded message
----- From: Star Pubs & Bars...
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Rare 1807 Abolition Of Slavery 2...
We want to help you get what you want [eBay] <https://rover.ebay.c...
- ☐ **The Westminster C...** Tuesday
The unique WWI coin that ensure...
A genuinely remarkable issue
Please do not reply to this email...
- ☐ **service@paypal.co.uk** Sunday
You've got money
Lauren Gibson, you've received £20.00 GBP Dear Lauren Gibson,...
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Your recent download with your A...
[Apple] RecentDownload

[Mark All](#)[Move](#)[Delete](#)

Select messages to delete or move.

[Hide](#)

TC

ensures we'll never forget

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ries@westminstercollection.com

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["Silver Helmet-Shaped Coin](#)

st World War coin ever to be issued

Edit



Mailboxes

Hide TC

Inbox >

VIP >

Drafts >

Sent >

Junk >

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Archive >

Boot it >

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degrees >

first year >

Holiday >

Junk Email 193 >

Orders >

Outbox >

phone >

PP group emails >

Updated Just Now

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ries@westminstercollection.com

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ION



arget" [Silver Helmet-Shaped Coin](#)

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HAVE A GO

- BBC bitesize email GCSE

- If you don't have an email address create one!
- Try sending a document to someone
- Or an image
- Try having a conversation with someone over email