Course Description

This training session is designed to assist learners with the essential elements of the iPad Email application (app) to include information on setting up, viewing, sending and deleting email.

Learning Outcomes

- Learn how to access email accounts using the iPad Email app.
- Set up your Jackson State University email account to the iPad.
- Set up your personal email account to your iPad.
- Open and read email on the iPad.
- Create and send an email on the iPad.
- Open and review attached files on an email message.
- Delete an email from your inbox.
- Learn how to terminate access to an email account on the iPad.

Outline

- Access email using the Email app.
- Setting up work and personal email accounts.
- Viewing, deleting, sending and creating email messages.
- Open attached files in an email message.
- Terminate access to an email account.

Location: Mississippi eCenter@JSU
Instructor: Instructional Technology Specialist