

REPLYING TO A MESSAGE SENT VIA THE WEBSITE

When you receive a message sent from the web site it will appear in a form similar to that shown below from "donotreply@u3asites.org.uk". This means that simply clicking the your email page's **Reply** button will not send your reply to the sender.

At the top of the message the senders email address is shown in blue. Click this to open a new email with the senders email address in the To box

From donotreply@u3asites.org.uk
Subject **U3A Enquiry: Groupname**
Reply to sender@emailsupplier
To Me <myname@emailsupplier>

The following message was sent from Senders Name <sender@emailsupplier> via the Maidstone U3A Web Site. It was addressed to: Groupname.

| Hi,

Message message message message message message message
message message message message message message message

Regards
Senders Name

message message message message message message message message
message message message message message message message message

CLICK THIS TO REPLY TO SENDER