

# Email

*"I'm now an avid emailer. Thankfully, it's much easier than I thought it would be and I love the fact that I can send and receive messages at the touch of a button. It makes staying in touch incredibly easy."*



The very first email or "electronic mail" was sent in 1971, by a computer programmer in Massachusetts. It has revolutionised the way that we communicate with each other. Never has it been so easy or instant to send a message across the world. Our straightforward guides will take you from getting your own email account right through to emailing photos and birthday cards to friends and family – wherever they might be.

## What is email?

Back to basics: what an email is anyway...

[>>Go to guide](#)

---

## What is a chat room?

An explanation of this popular, digital way of meeting people online.

[>>Go to guide](#)

---

## What is instant messaging?

An easy-to-read explanation of this very popular form of e-communication.

[>>Go to guide](#)

---

## Email safety tips

Simple steps to keeping your personal information safe, avoiding scams and spam when using email.

[>>Go to guide](#)

---

## How to get an email account

Here are the options and an overview of the process involved.

[>>Go to guide](#)

---

## What is spam?

An explanation of this much-used term.

[>>Go to guide](#)

---

## How to send an ecard

A guide to sending greetings cards and messages through email.

[>>Go to guide](#)

---

## What is phishing?

Phishing is a fraudulent attempt to secure sensitive information, such as personal identity and credit card details, while masquerading as a legitimate operation or individual.

[>>Go to guide](#)

---

## Gmail

A comprehensive range of guides to help you set up and use a Gmail account

[>>See guides](#)

---

## Windows Live Mail

A range of guides to setting up and using Windows Live mail

[>>See guides](#)

---

*Search guides*

Search

## Remote Digital Championing!

Guides covering some tips and techniques for providing remote support to learners, an increasingly important service in times of social isolation.

Find out more

## Free how-to guides for your website

Why not add our award-winning and extensive range of digital skills guides to your website?

Find out more

## Start a Digital Champion movement!

Could your workplace do with developing its digital skills? With funded membership opportunities currently available, now is the perfect time for organisations to join our Digital Champions Network.

Find out more

Subscribe to our newsletter

Join our mailing list to receive the latest news, offers and expert insights from our team.

*First name*

*Last name*

*Email address*

Submit