

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...

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What is a chat room?

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

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What is instant messaging?

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

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Email safety tips

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

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How to send an email

A simple step-by-step guide to help you create and send an email.

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No, thanks

What is spam?

An explanation of this much-used term.

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How to send an ecard

A guide to sending greetings cards and messages through email.

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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.

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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

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Remote Digital Championing!

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

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Free how-to guides for your website

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