Emailing Multiple Courses

Qwickly Send Email

2. Log in with your TU NetID and Password.
3. Locate your Qwickly module on your home page.
4. In the menu, select Send Email.

   ![Figure 1]

5. Give your email a subject and type your message.
6. Select the courses you would like to receive the email from the list on the left.
7. Select if you would like the email to go to everyone, students, instructors, or TA’s of the course.
8. Submit.

   ![Figure 2]