

Internal Messaging

- Check internal messages by clicking on the Envelope icon in the upper right corner of your course homepage.



- An orange dot in the upper right corner of the messages icon indicates that you have new internal messages in D2L.
- Check messages by clicking on the envelope icon
- D2L messages must be replied to inside of D2L. No external email such as Google, Yahoo, Hotmail, etc. can be sent from D2L internal messaging.
- Compose internal messages
- Reminder: Composing messages through Classlist is best and easiest – refer to Classlist above