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**Webmail: (Gmail, Yahoo, Shaw, Rogers Mail)**

**October 5-6-9 Tuesday-Wednesday-Saturday**

**5:00 PM-7:00 PM BC, 6:00 PM-8:00 PM Alberta, 8:00 PM-10:00 PM Eastern Time**

**On Line Via Zoom (Link will be sent to registered participants)**

**Fee for this Full 3 Evenings Information Session is $10.00**

**Participants will acquire basic knowledge on how to effectively use Webmail, Gmail, Rogers-Yahoo, Shaw mail**

**Course Outline**

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| **Shaw /Rogers-Yahoo/TELUS Webmail Features*** Contacts
* Calendars
* Email Filters
* Email Forwarding
* Tags
* Auto Reply
* Spam Filter

**Webmail Setup*** Create a Shaw email address using My Shaw.
* logging in to Webmail with your username and password.

**Webmail Setting and limits*** 10 [@shaw](https://support.shaw.ca/t5/user/viewprofilepage/user-id/60221).ca email addresses with your Shaw Internet service.
* 1 GB of email storage
* Emails size limits up to 20 MB
* Up to 2000 address book entries

**Webmail Troubleshooting*** Change your Webmail Password
* Recover deleted emails in Webmail
* identify, handle and report fraud attempts
 | **Gmail features*** Automatic email filtering/categorization.
* Smart Compose and Smart Reply.
* Email nudges and high priority notifications.
* Summary cards above your email showing package tracking or travel updates.
* Using event details to create calendar entries.

**Organize Your Inbox*** Make Your Labels Pop.
* Optimize Your Inbox Density Display.
* Star Important Emails.
* Archive! Don't Delete.
* Set Up Desktop Notifications for New Emails.
* Activate "Undo Send"
* Create an Email Signature.
* Turn On "Nudges"
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[**https://support.shaw.ca/t5/internet-articles/about-shaw-webmail/ta-p/6613**](https://support.shaw.ca/t5/internet-articles/about-shaw-webmail/ta-p/6613)

[**https://www.rogers.com/support/internet/yahoo-mail**](https://www.rogers.com/support/internet/yahoo-mail)

**Advanced Registration with Pre-Payment Required**

<https://iicanada.org/form/webmail-gmail-yahoo-shaw-rogers-mail-1> (Oct 05-06-09)

**For more information and to register E-mail: epb.crcprairies@iicanada.net**

**Phone or Text: Zull Punjani 403-689-8584 or EPB office Message # (403) 215-6200 Ext. 7039**

**\*\*Please visit the digital Al-Akbhar for more information\*\***