Send a Message

How to use the Messages page to contact your teachers.

1. On the My Dashboard screen, click the New Message button ( + sign). The New Message dialog opens.
2. Use the dropdown list to select a teacher to contact.
3. Enter a subject and your message.
4. Click the Send button. The dialog closes and a copy of your message is displayed on the Messages screen.

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New Message

To: Math Teacher
Subject: Algebra I Introduction
Message:
Hello - My name is Michael Student. I have watched the Student Getting Started videos located in Apex Learning Help and am ready to begin my course

☐ Submit Homework
SEND