Subject: email configuration and folders
From: Joseph Picone <joseph.picone@gmail.com>
Date: 6/12/24, 12:40 PM
To: temple_engineering_ece1111 <temple_engineering_ece1111@googlegroups.com>

> I've been searching and I've hit a dead end do you know where we go to display the full name email

You can customize your email configuration in the TUPortal. Search for these instructions:

Tech Bits: Personalize Your Cherry & White Directory Entry

The information is part of your Cherry and White Directory entry. Here is what my entry looks like — see the attached.

I have noticed that many of you are not using folders to organize your email. Here is a tip from someone who has been using email forever: keep your inbox empty and organize email into folders. I usually put each year's email in a folder (Sent and Received) and organize things by year.

Having an inbox with 20,000 messages in it is just not a good idea. We use email a lot in this class, and you will miss important information if you don't organize your email.

—Joe

—Attachments:——————————————————————————————————————

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