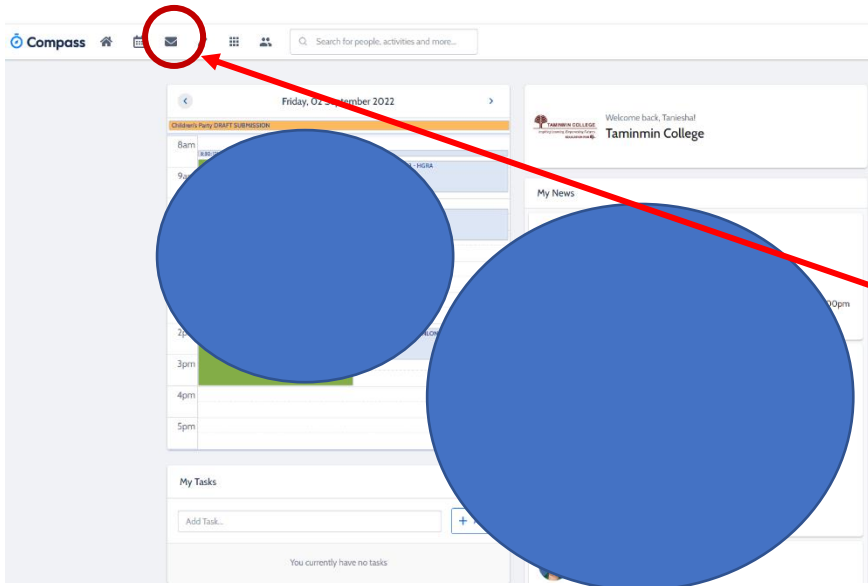
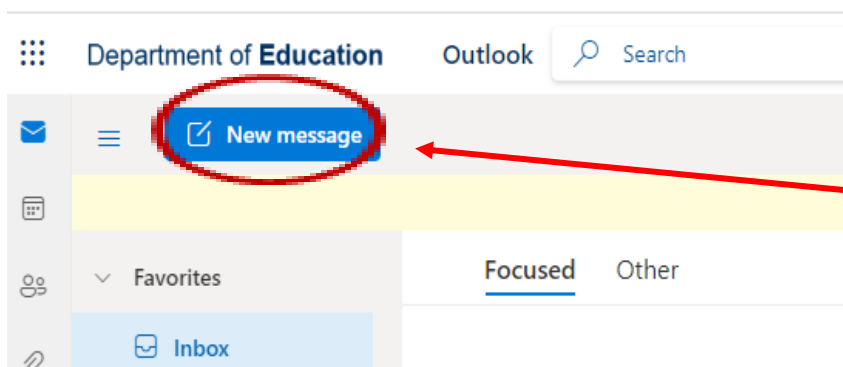


How to Email a teacher from Compass for Students



- Open Compass profile in the web browser or App.
- If using the App, click on the more options and then open in Browser.
- Click on the Envelope Icon for Emails.
- Please note, you will need to know your teachers email address. This is usually their first name and last name.
Example:
john.doe@education.nt.gov.au



- Once you have clicked on the Envelope / Email icon, you will be redirected to Outlook.
- Click on the New message button.
- Type in your teachers email address.
- Compose your message and press send.