

Email Messaging between the APBnet Bulletin Author and APBnet Bulletin Recipients

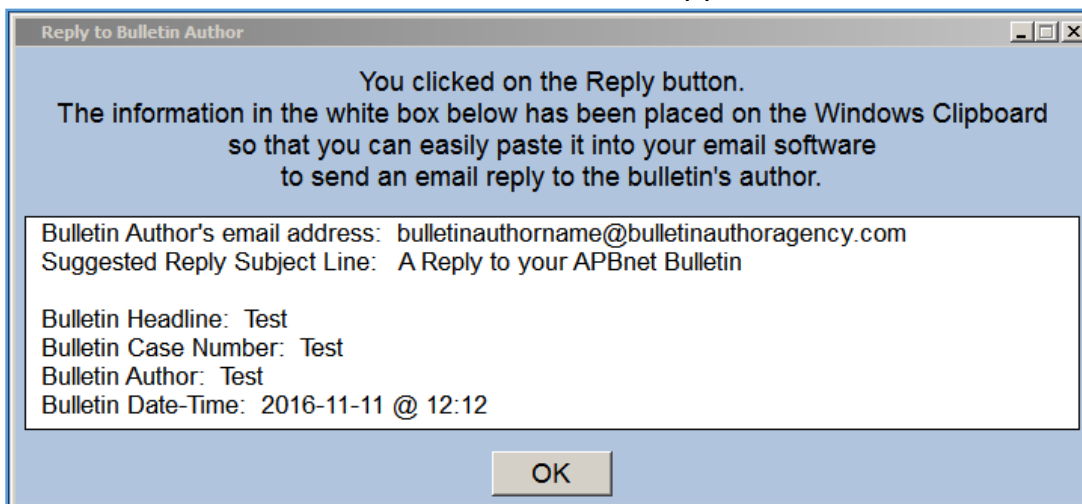
March 12, 2018

For Bulletin Recipients

The Recipient of an APBnet Bulletin can reply to the bulletin Author via email. This is true for both when the Recipient is viewing the bulletin in APBnet and when the Recipient is viewing the bulletin in his email.

1. To reply to the bulletin Author while viewing the bulletin in APBnet, click on the **'Reply to Author'** button on the right side of the bulletin template.

An information screen similar to the one below will appear.



2. To reply to the bulletin Author while viewing the bulletin in your email, make use of the Author's email address shown in the body of the email you received.

The body of the email will be similar to the example below.

```
*** Officer Safety ***
Bulletin Headline: Test
Sending Agency: Critical Reach
Sending Location: CA - San Mateo - Half Moon Bay
Bulletin DateTime: 2016-11-11 @ 12:12
Bulletin Case#: Test
Bulletin Author: Test
Sending User #: 1
APBnet Version: 161108
Bulletin Author Email Address = bulletinauthorname@bulletinauthoragency.com
```

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For Bulletin Authors

For a bulletin Author to receive replies from bulletin Recipients, the Author's email address must be in the author's APBnet User Settings screen (second box from the top of the APBnet User Settings screen as shown below).

Email address for Officer Safety bulletins, Replies to my Bulletins, APBnet Support: johnmyers65@gmail.com

The latest technical documents are at: www.apbnet.net/2018documents