

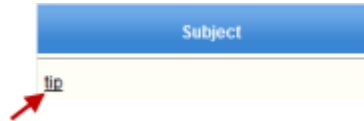
Reply to Message/Notification

From the Dashboard:

1. Select 'Messages' in the header.



2. Click the message's subject link.



3. The message will display and give details of the email address and/or phone number

Subject: tip
User Name: C M
Contact Email: abc@logictreet.com
Phone Number: 916-676-7335
Tip: tip
Location:

of the sender.

Or

From the Notification Manager on your Desktop:

1. Click on 'Messages'; then select 'Reply' to the right of the message.

Message(s)					
	Subject	Message	Date & Time Sent	View	Reply
▶	Graffiti	Graffiti on Main Street on	10/17/2014 12:59 PM	View	Reply

2. If the sender included an email address, an email window will open where you will be able to send a return message.

Send	To...	Myemail@test.com
	Cc...	
	Subject:	Re: test