This topic presents the various types of chat messages and ways to send them.

Message types

Chat users may encounter the following types of messages:

- **Classic** - messages posted on the live site into a room.

  10:23:19 **guest_10** : Hello!

- **Whisper** - messages posted in the room, but only to a particular user designated as recipient

  15:51:19 **From guest_5** : OK, looking forward!
  15:51:06 **To guest_5** : Meet me tonight at my place.

- **System** - messages generated by the system, informing about users joining and leaving rooms, and sent invitations.

  10:20:56: User guest_12 has entered the room
  9:20:10: User guest_14 has left the room

- **Announcement** - messages sent from the Chat application's UI.

  10:25:31: Users not adhering to rules will be banned!

When a user joins a room, system messages posted earlier are not displayed to them by default. This behavior can be adjusted in **Settings -> Community -> Chat -> First load of messages**.

Sending messages

Once joined in a room, users can start sending messages. A message typed into the text box can be sent either by clicking the **Send** button or by pressing **Enter**.

A new line can be inserted by pressing **Shift + Enter**.

Users can send messages either to all users present in the room, or to a selected user. Recipient of the message can be specified via the drop-down list below the message text box.
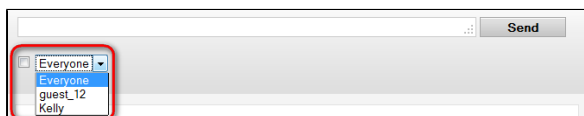
If user selects **Everyone**, the message will appear to all users in the room.

If a particular user is selected, then only the selected user will be able to see the message. The following example shows how such message appears to the sender:

10:33:13 **To Kelly** : This is a private message.

The recipient will see the message as follows:

10:33:13 **From guest_10** : This is a private message.

After a private message is sent, the selector will revert the selected recipient back to Everyone. To prevent this and keep sending messages to a specific user, the sender should check the check-box on the left-hand side of the selector.