


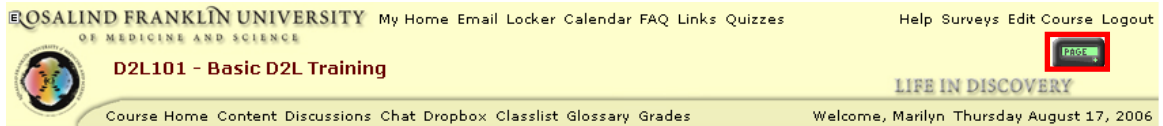


## Educational Technology Student Orientation to D2L

### Receiving an Incoming Page

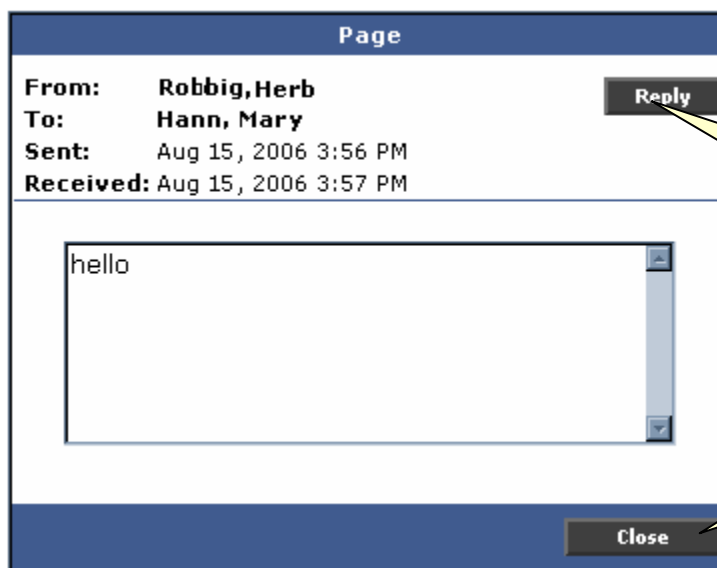
#### Step 1

When you have an incoming page, a notifying sound signals. You will also see the word "PAGE" displayed in green in the pager icon. (Example: )



CLICK the **Pager** icon to view your new message.

#### Step 2



Select the **reply** button to respond to the page. (see step 3)

Select the **Close** button to close without replying.

#### Step 3

If you chose to reply the Send Page screen will open.



ENTER a **message** in the Message box and CLICK the **Send** button.