

If you've been added to a channel

If you're reading this page, you have probably received a message that someone has added you to a channel in AirSend and are wondering what to do next.

Begin by opening the message and clicking the **View Channel** button to open the channel.

Hello Jessica M,

We thought you might like to know that David M. has added you to channel **Family Legal Assoc, Jessica M.**

Now, you can share files, send messages, complete tasks, and get work done in one space.

View Channel

You can also post messages to the channel by sending an email to:

family-legal-assoc-jessica-m+usr-fgilzr15@airsendmailer.com

Meanwhile, please [contact us](#) if you have any questions and we will be happy to help.

Best,

AirSend Team.

If this is the first time you're accessing AirSend, you probably can't enter messages from within the channel, but you can view them. You can send messages by email to the channel, but to be able to chat from inside the channel, you must register for an AirSend account.

Family Law Assoc, Jessica M

Jessica M - 11:22 AM Seen by David M.

Here is the deed to the house.

1 file uploaded

House Deed.pdf 325 KB

Wednesday, August 12

Here is a copy of the deed to the house.

1 file uploaded

House Deed.pdf 325 KB

David M. has added ja0743855 to this channel

This is a read-only view of this channel, please [complete your AirSend signup](#) to interact

Getting an account

If you want to be able to interact with other members while you're in the channel, [sign up for an account](#).

Sending messages without an account

If you prefer all of your interaction with the AirSend channel to occur through email, you can use AirSend without an account.

Above, we looked at the email message received by a user who was added to a channel. In addition to the **View channel** button, the message included an email address for sending messages to the channel.

The image shows an email message from AirSend. The subject line is "David M. has added you to channel Family Legal Assoc, Jessica M.". The body of the email starts with "Hello Jessica M," followed by a message about being added to the channel. It includes a "View Channel" button, instructions to post messages via email to "family-legal-assoc-jessica-m+usr-fqilzr15@airsendmailer.com", and a contact link "contact us". The message ends with "Best, AirSend Team." A blue arrow points from the word "contact" in the "contact us" link to the "contact us" link in the text below.

Hello Jessica M,

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Best,
AirSend Team.

Anytime you want to send a message and have it appear in the channel, send it to this email address. If you attach a file to your email message, it is uploaded with the message into AirSend. Whenever a message is entered into the channel, you receive an email with the message, and you can reply to the email directly to send a message back to the channel.

For more information about corresponding with AirSend through email, see [The AirSend - Email connection](#).

Next: Files, Actions, and Wiki

Also see:

[Setting up an AirSend account](#)

[Settings in AirSend](#)

[The AirSend - Email connection](#)

