## How to send private response to someone posting on the PPTA Forums

If you want to respond to someone who posted a note on the Maintenance Forum, click on their name indicated by the arrow in the e-mail notification screen below.



This brings up the screen below. Click on the e-mail address and your e-mail program should start so you can send an individual reply. Others using the site will, of course, not benefit from your insight and wisdom if you send individual replies.

