Pager is an online messaging tool for sending messages to your instructor and other students in the course. Access the pager through the message notification icon on the MiniBar.

Click Go to Pager.

You’ll first be presented with your Friends list. Use this list to quickly contact people you correspond with frequently. To add people to your Friends list, click the Classlist tab at the top of the window.
Click the **checkbox** next to the people you correspond with frequently, and then click the **Add** icon at the top of the list of users.

The users you selected will now show up on your Friends list.

**Reading and Sending a Pager Message**

From your Friends list, click on the name of the person to read and send Pager messages.

When you click on the name of the person, your pager conversation with that person will appear. Type into the bottom field to respond. Click **Send**.
**PAGER**

**Viewing Pager Conversations**

To view a history of your Pager conversations, click the **Inbox** tab at the top of the window.

Unread messages will appear in bold. **Click** the entry to view the conversation and send a reply.