

# JUST LIKE YOUR REGULAR MAILBOX

Email is used for everything. We use it for work, school, travel plans, a way to receive notices of new products or sales from retailers, special events, among other things.

Although all this information comes to us *digitally*, it still takes up space. Which means, if we're not sorting through and deleting some it, our email will become cluttered and too full to receive the mail that's important to us because it will be at max capacity.

## LEARN THE CAPACITY OF YOUR EMAIL ACCOUNT

Learning the amount of storage your email account has, what percentage (or level) it is currently at and where to find this info, is a good start to understanding its capacity.

If you have a RC WebMail account (tnics.com), find the percentage of your email storage in the upper left hand corner.

#### Example of Email Storage for Tnics.com WebMail Account:



Note: RC Technologies no longer offers email to new subscribers. Existing RC subscribers with thics emails needing more features or storage should consider some of the more widely-used email providers, such as Google, Outlook, Yahoo, etc.

If you have an **Outlook email account**, find the level of your email storage, by going to Settings and Storage.

If you use a **Yahoo email account**, it may seem limitless. To find out how much storage you're using and percentage you have, click on the *Setting icon* (gears), select *More Settings*, go to the bottom of the left menu panel under "1 TB of storage."

# IT'S BACK TO SCHOOL

Drive safe and be on the look out for kids heading back to school.

#### Get the RC Communicator On-The-Go, To match Your On-The-Go Lifestyle!

RC has been delivering the **RC Communicator** to its subscribers by email for awhile now. If you haven't been receiving it, it could be because... 1.) Your email is full or 2.) You need to update your email address with us.

To stay on top of **Important Notices, Tech Tips, Special Events, Contests, and Promotions from RC Technologies...** go to www.tnics.com/signup

If you have a **Gmail account**, once you are in your email, find out what percentage you've used and how much is left by scrolling down to the bottom of the page and looking down at the lower left side of the page.

Example of Email Storage for a Gmail Account:



If your email storage looks to be or says it's above 90%, its on the verge of being full, and may take only a couple of days for it to reach 100% full. Seriously think about that when you are expecting an *important emails* as they may not able to be delivered to you.

## WAYS TO DECLUTTER YOUR EMAIL

**Delete Unneeded Emails.** Deleting unneeded emails one by one is slow and tedious. To speed things up, find and use the the SEARCH bar (The bubble at the top with handheld magnifying glass) and type in the name of the email sender. One example, type-in a name of a retailer you have only shopped at twice in the last couple years, select each one or select all, then bulk delete.

**Unsubscribe From Unwanted Emails.** If you are not wanting to receive emails from a certain sender, click *Unsubscribe, a* requirement for commercial marketing under the CAN-SPAM Act. Don't want wanted emails going into your junk email, update your information under *Manage Your Preferences.* 

#### Images and Attachments in Emails Take Up Space.

If they are from a trusted source, send them to a cloud backup or a photo storage site, as large files can take up alot of space in your email.

**RC** Technologies offices will be closed on Monday, September 5th, to observe Labor Day.

Have a safe & enjoyable weekend!



**NEW DIRECTORY LISTINGS** 

#### **NEW EFFINGTON**

New Effington Elevator 605-637-5262 New Effington Elevator 605-637-5268

PEEVER 605-932-3628 Pipeboy, Hoksila

WATERTOWN Riley, Donald & Doris 605-882-5777

**WILMOT** 605-938-4585 Nelson, LaVonne

# **HELP FOR THOSE WHO ARE HEARING OR SPEECH IMPAIRED**

The Telecommunications Equipment Distribution (TED) for South Dakota is a program that allows those who are deaf, severe hearing loss, deaf-blind and/or speech disabled to communicate effectively on the telephone by obtaining special equipment at little or no cost.

To be eligible for the equipment and services, you must be a South Dakota resident. You must have difficulty communicating on the telephone because of speech, hearing, or physical disibility. You must have existing telephone service in your home or applied for service.

Visit www.relaysd.com to apply. Hover your cursor over TED PROGRAMS at the top of the page, then click on TED PROGRAM OVERVIEW. If you have questions or need help, call 711 or customer service assistance at 1-877-8950 (TTY/ VOICE)



# **Experience**

powered by CommandIQ

Create work and school hours for household to limit distractions

Enjoy uninterrupted and buffer-free quality family time by prioritizing your devices

Back-up your screen goals with downtime hours, screen time schedules, and time limits on certain apps

Block inappropriate content to devices on your network

Optimize your bandwidth where you need it the most