How to Receive a Copy of the SecurePackage Email Alert

SenditCertified"			≡		Q Search mail		v	?	M	€
			🖬 Se	cure Inbox						
	New Email				From	Subject	Received	Acti	on	
	Dashboard			K	mehul mohan	hello	09/01/2021 07:49:48 AM US/Central	:	i i	
0	Secure Package 🔺			A	Robert Downey	Test	08/20/2021 11:56:17 AM US/Central	:	Î	
Ū	Inbox 13			A	Robert Downey	RE: Test	08/20/2021 11:13:41 AM US/Central	:	Î	
>	Sent 83				Hieu Downey	Navya SIC -Testing	08/20/2021 11:04:32 AM US/Central	:	Î	
Î	Recycle Bin 16			A	Robert Downey	RE: Test	08/20/2021 10:56:04 AM US/Central	:	Î	
È	Draft 22			A	Robert Downey	RE: Test	08/20/2021 10:52:45 AM US/Central	:	Î	
0	Secure Vault			A	Robert Downey	Test	08/20/2021 10:28:32 AM US/Central	:	Î	\simeq
	Secure Inbox			A	Robert Downey	RE:test	08/20/2021 09:44:34 AM US/Central	:	Î	
:	Contacts 🗸			9		FW:hello	08/20/2021 04:20:08 AM US/Central	:	Î	\simeq
\$	Options 🗸			Y	moris rock	hello	08/19/2021 12:49:10 PM US/Central	:	Î	
						RE: Test	08/19/2021 09:19:20 AM US/Central	:	=	

→ Log into your SenditCertified account and on the main menu select SecurePackage, then click on the"Sent" button from the dropdown list.

	Sendit Certified	≡	Q Search mail			?	M	€
		> Sent						
	New Email		То	Subject	Date	Ac	tion	
	Dashboard		To: mpr4070	testing copy	09/28/2021 03:51:53 AM US/Central	e	:	0
0	Secure Package \land		To: mpr407	testing copy	09/28/2021 03:48:18 AM US/Central	e	:	0
	Inbox 🔢		To: nissamryuzaki20 SIC Team	secure package testing	09/28/2021 03:14:16 AM US/Central	e	:	0
>	Sent 83		To: SIC Team	testing secure package	09/28/2021 03:12:43 AM US/Central	e	:	0
Î	Recycle Bin 16		To: nissamryuzaki2d	secure package testing	09/28/2021 03:11:20 AM US/Central	e	:	0
	Draft 22		To: 1a234_b2014v,SIC Team	testing package	09/28/2021 03:05:23 AM US/Central	e	:	0
0	Secure Vault		To: 1a234_b2014v	hello	09/28/2021 12:00:02 AM US/Central	e	:	0
	Secure Inbox		To: 1a234_b2014v	hello	09/27/2021 11:54:32 PM US/Central	e	:	0
:	Contacts 🗸		To: srikanthmaturi95,srikanth	test	09/24/2021 10:35:36 AM US/Central	e	:	0
\$	Options 🗸		To: srikanthmaturi95	final email	09/24/2021 06:24:46 AM US/Central	e	:	0
			To: srikanthmaturi95	test-6	09/24/2021 06:13:48 AM US/Central		:	

→ Click on any individual email and open the message you wish to receive a copy.

T	Sendit Certified"	≡	ଡ଼ 🤷 ଚ
		Sent Email	Back Proof Of Delivery Log
	New Email	Select Recipient	09/28/2021 03:51:53 AM
::	Dashboard	mpr4070@gmail.com	
0	Secure Package \land	Calented Basiniante	8. Contect 1. M. Crown C
	Inbox 13		
>	Sent 83	mpr4070@gmail.com	Recail Resend Copy
	Recycle Bin 16	Name: Phanindra Reddy	Phone: +1-8008554070
	Draft 22	Delivery Options	Document Rights Management
0	Secure Vault	Send Text Alert Need Help? Restrict Forwarding Need Help?	Enable Document Viewing (In Web Browser) Need Help? Restrict Downloading Need Help?
	Secure Inbox	Access Code Need Help?	Restrict Printing Need Help?
•	Contacts 🗸	Access Code Resent Access Code	
\$	Options 🗸	Notify Recipient of Access Code via Text Alert	

→ Click on the "Copy". This will send you (the sender) a copy of the SecurePackage email alert.

Sendit Certified"		d"	=	?		M	€
			Copy Email				
	New Email			Save Draft	Back	Ser	nd
::	Dashboard		Select Recipient * Press "Enter" button to add new Contact				
۲	Secure Package	^					
	Inbox	13	Selected Recipients	👗 Conta	ct: 0 🕴	Grou	up: 0
>	Sent	83					
	Recycle Bin	16	Subject *				
	Draft	22	testing copy				
0	Secure Vault						
2	Secure Inbox		existonice δ · · · · · · · · · · · · · · · · · ·				
•	Contacts	~	Styles - Format - Font - Size - <u>A</u> - 🖾 - 55 ?				
۵	Options	~					^

→ You will see a Copy Email page where you can select recipient to send a secure package.