

Adapted from "You've Got Mail", *Technology Toolkit*, Brooklyn Public Library

E-Mail

Send a letter to Jesse White, Secretary of State

Internet

Find current events/topics.

Library Resources

Research additional information on current events.

Lesson Goals

- Next Generation participants will send e-mail to Jesse White, Secretary of State.
- Participants will receive an e-mail reply from the Secretary.
- Participants will become familiar with the functions of their e-mail accounts.

Step by Step

1. Choose a current issue or event using the Internet or library resources and provide time for participants to brainstorm on how they feel about the issue. Have participants compose a message to the Secretary of State stating what their thoughts are on the presented current issue.
2. Participants will enter their mailboxes by launching Internet Explorer and typing their e-mail provider's address (ex. www.yahoo.com) into the address box.
3. After entering their login name and password, participants will compose a message, typing the e-mail address JesseWhite@ilsos.net into the To: line.
4. Participants should type their message, making sure to include a return e-mail address in the body of the message. Participants may then hit the send button to send the letter.

Additional Activities

It may also be fun to send a message to the White House. If this is done, participants will also receive a written letter in the mail.

- Launch Internet Explorer, and type in <http://www.whitehouse.gov/contact> . This link will list the E-mail addresses of the President, vice President and First Lady. Use your e-mail account to send email using these addresses. When you send the letter, be sure to include your mailing address.