

# Sample follow-up email to participants

Use this template to send post-event emails to your colleagues. Note: Update the text highlighted in brackets to include your meeting details.

Subject Line: Thank you for attending the Newsela peer learning session!

Email copy:

Dear colleagues,

Thank you for attending the Newsela peer learning session! It was exciting to see the ways that our staff will use Newsela alongside instruction. I would encourage you to revisit the agenda for helpful resources and tools. As a friendly reminder, if you need any support with troubleshooting, or are looking for some additional resources, you can chat live with a Newsela expert at [support.newsela.com](https://support.newsela.com).

If you're interested in further developing your knowledge and use of Newsela, you may consider becoming Newsela certified by accessing the self-paced [Newsela Certified Educator Program](#).

Please feel free to reach out to me if you have any questions or concerns! [You may also choose to send along a feedback form to collect attendee feedback and questions.]

Best,

[your name]

