

# Using Synco to Communicate with Our Company

Synco is a real-time messaging platform that our company uses for communication.

## Here's what you need to know:

You will start to get emails from us that look a little different, and come from a different email address than our usual emails. Here's an example of what an email from Synco looks like:

### Sample Email

**Subject Line**  
 Emails from Synco are topic-based, pertaining to a specific issue. If you need to contact our team about a different topic, reach out using our standard email address.

**Sender**  
 The sender's name will be the person who added you to the conversation.

**Message Body**  
 Here's where you were mentioned. Scroll down to see previous parts of the conversation.

**Attachments**  
 Download any attachments immediately by clicking on thumbnails.  
**Links to attachments expire after 7 days.**

**Reply**  
 To respond to us, just hit "reply" in your email app, send your message, and we will receive it.

Avalon 3B Faucet

Inbox

**Julianna Carey** <no-reply@acme.teamsynco.com>  
to me ▾

9:14 AM
☆
↶

##- Type your reply above this line -##

**Julianna Carey (Acme Co) has emailed you via Synco.**

[johnk@kingplumbing](#) John, can you come on site tomorrow to the Avalon to fix a broken faucet ahead of Tuesday's move-in? See photo for the make/model



Links to attachments available until 01/25/24

**Julianna Carey**  
Acme Co

01/19/2024 16:19.42 EST  
Ok I will loop in the plumber

**Julianna Carey**  
Acme Co

---

01/19/2024 16:19.13 EST  
@juliannacarey the kitchen faucet in 3B is broken and needs replacement prior to move-in next week

**Bailey Echeverria**  
Acme Co

---

Reply to email directly to comment.  
 This message and any attachments are confidential and for the specified recipient(s) only. If you have received this email in error, please delete immediately. We accept no liability for omissions or errors in this message. We do not guarantee that this message is virus-free and we do not accept liability for this.  
 This email is a business communication from Acme Co delivered by Synco.

Reply

Reply All

Forward