Hi XXX,

This is a reminder that we have chosen to use Huddle for XXX. You will be receiving email invitations to the system later today so please watch out for them. It is essential that you accept the invitation so you can access your work.

Please find an online guide to help you use accept invitation email [here](https://huddle.zendesk.com/hc/en-us/articles/219492207-Step-1-Logging-in). This is part of a complete guide to new users and you will be able to look at the rest of the sections for help with using the system if you need to.

**What is Huddle? And what impact will this have on the team?**

Huddle is a secure platform where you can share and collaborate on documents, communicate, share best practice, manage tasks and work more effectively across disparate offices, teams and locations.

The secure and shared environment Huddle provides negates the frustrations caused by email - with its multiple versions, file size limits or endless cc email loops, where important information is easily lost or siloed.

**Why would I use Huddle? Who else uses Huddle?**

Huddle is used as a platform in multiple different ways by commercial and public sector organisations across EMEA and the US. Take a look at the Industries page on Huddle’s website [here](https://www.huddle.com/industries/) to find customer testimonials.

**Where can I go for support?**

[This](https://huddle.zendesk.com/hc/en-us) is Huddle’s support portal, here you will find tutorial videos, useful articles and the option to sign up for webinars.

Remember that if you experience any technical difficulties you can contact help@huddle.com at any time. For any company related questions please contact XXX.

Kind regards,

XXX