

E-mailing: Strike the Right Tone Every Time

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A New E-Mail Tool Can Check the Tone of Your Outgoing Messages!

It's happened to the best of us.

You fire off an email to a potential client or partner, only to have a snide reply sent back. Your email was **misconstrued** and now your chances for new business or even perhaps a long awaited promotion have fallen by the wayside.

You ask yourself, "What just happened?"

It was the tone of your e-mail. **You inadvertently sent the wrong message!**

One wrong salutation, phrase or punctuation can - believe it or not - spark World War III via e-mail. BUT, it can be avoided with a handy new tool called [ToneCheck](#) by Lymbix.

With ToneCheck, a simple thought will no longer be interpreted as hostile, threatening or something far different than you intended. **ToneCheck actually checks your outgoing email for any false "tones."**

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Simply specify your "tone tolerance" and the program will flag any phrases or sentences that look angry - then, offers a substitute. And, ToneCheck also flags lines that appear too "contented" or overly cheerful when you are actually trying to strike a tougher tone.

The program's sensitivity can also be adjusted and it offers eight different 'emotional ratings' - like affection and amusement- to help you get the tone of your email just right. Anger, fear, and humiliation are generally the emotions users will try and avoid.

Lymbix has also developed a program which monitors your updates on [Twitter](#) for any unintentional deviation in tone.

You can [download ToneCheck](#) and use the service free for 30 days.

As the saying goes, impressions count - even when you're trying to make one by email.

So, don't send the wrong message. **Check your tone before you hit send!**

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