

# Email Notification Publisher

new world ERP – Foundation



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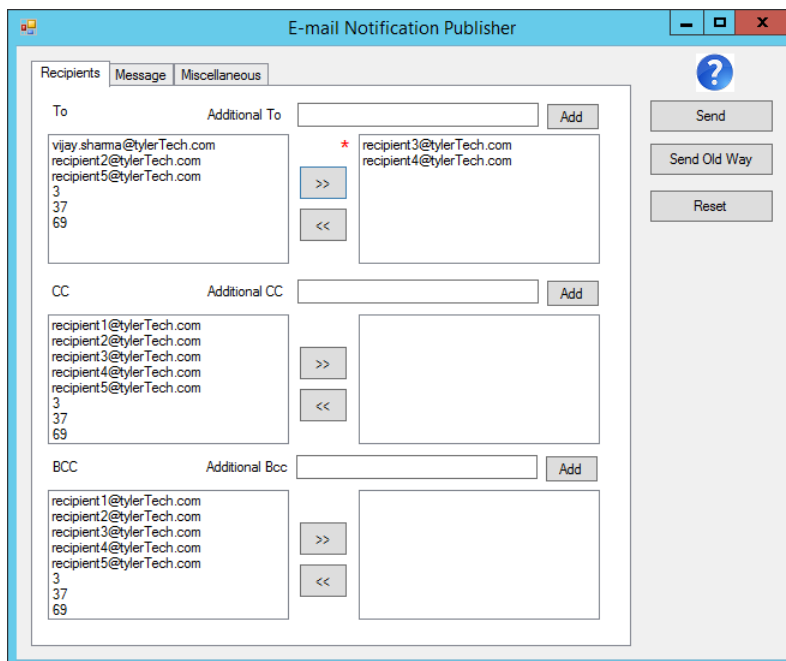
# Email Notification Publisher

*new world ERP – Foundation*

## INTRODUCTION

Welcome to the Email Notification Publisher, a tool that lets you test the new world ERP notification service. This tool contains three tabs: **Recipients**, **Message** and **Miscellaneous**. Each tab is described below:

## RECIPIENTS



Use the **Recipients** tab to add and select the email addresses that will be used in the test. You may include *To*, *CC* (Copy) and *BCC* (Blind Copy) addresses.

To add an email address, type it in the *Additional To* field, and click the **Add** button. To select it for the test, move it from the left box to the right.

Besides email addresses, you may use employee IDs; the tool will find the matching email addresses.

## MESSAGE

The screenshot shows the 'E-mail Notification Publisher' application window with the 'Message' tab selected. The window has three tabs: 'Recipients', 'Message', and 'Miscellaneous'. The 'Message' tab contains the following elements:

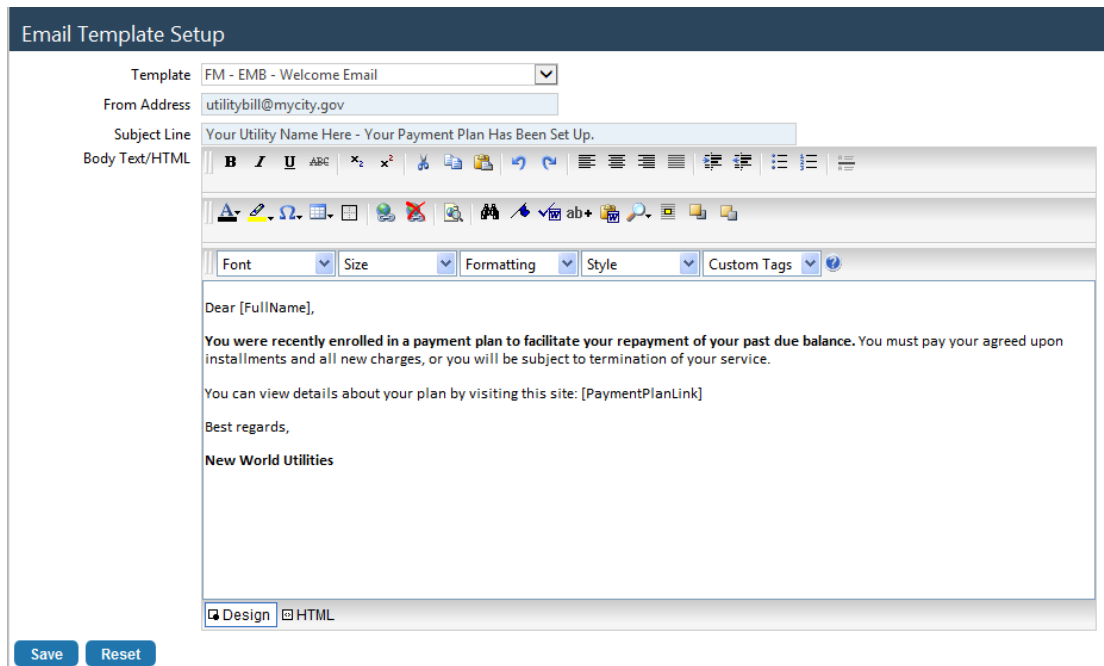
- Use TemplateId:** A radio button labeled 'Yes' is selected, and a radio button labeled 'No' is unselected.
- Template Id:** A dropdown menu showing '4'.
- Additional Tag:** An empty text input field with an 'Add' button to its right.
- Tags:** A list of tags in a box, including: [FromEmail]sender@tylerTech.co, [LastName]Smith, [ViewBillLink][http://localhost/dev, [PortalHomePage][https://logosint, [UnEnrollLink][https://logosint/Loc, [ToEmail]foemail@tylerTech.com, and [FirstName]Bob. There are '>>' and '<<' buttons next to the list.
- From Address:** An empty text input field.
- \* Subject:** An empty text input field.
- \* Message Body:** A large empty text area.

On the right side of the window, there are three buttons: 'Send', 'Send Old Way', and 'Reset'. A help icon (?) is located above the 'Send' button.

Use the **Message** tab to select an existing email template or create your own.

If you want to use an existing email template, select **Yes** next to *Use TemplateID*. Template IDs come from the Email Template Setup page in new world ERP Maintenance (Maintenance > new world ERP Suite > System > Email Templates):

## Email Notification Publisher



The 'Email Template Setup' window displays configuration for an email template. The 'Template' dropdown is set to 'FM - EMB - Welcome Email'. The 'From Address' is 'utilitybill@mycity.gov'. The 'Subject Line' is 'Your Utility Name Here - Your Payment Plan Has Been Set Up.' The 'Body Text/HTML' area contains a preview of the email content, including a greeting, a paragraph about a payment plan, a link to view details, and a signature. The preview is shown in a rich text editor with various formatting tools. At the bottom, there are 'Save' and 'Reset' buttons.

Template: FM - EMB - Welcome Email

From Address: utilitybill@mycity.gov

Subject Line: Your Utility Name Here - Your Payment Plan Has Been Set Up.

Body Text/HTML

Dear [FullName],

You were recently enrolled in a payment plan to facilitate your repayment of your past due balance. You must pay your agreed upon installments and all new charges, or you will be subject to termination of your service.

You can view details about your plan by visiting this site: [PaymentPlanLink]

Best regards,

New World Utilities

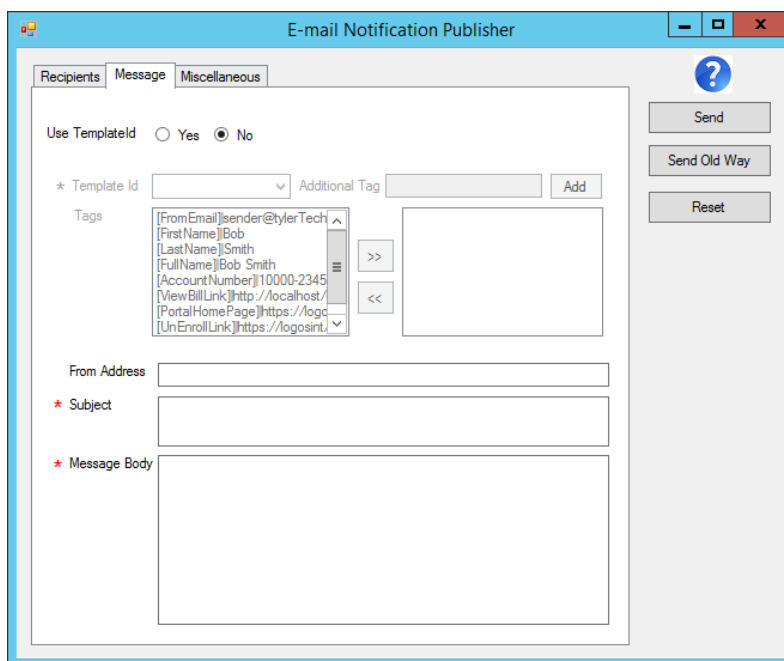
Design HTML

Save Reset

In the *Template ID* field, select the ID of the template you want to test.

Select the template *Tags* you want to test. To add a tag, type it in the *Additional Tag* field, and click the **Add** button. To select it for the test, move it from the left box to the right.

If you want to create your own template, select **No** next to *Use TemplateID*. The *Additional Tag* field and *Tags* boxes will be disabled, and the *From Address*, *Subject* and *Message Body* boxes will be enabled for entry:



The 'E-mail Notification Publisher' window shows the configuration for sending an email. The 'Recipients' tab is selected. The 'Use TemplateID' radio button is set to 'No'. The 'Template Id' dropdown is empty. The 'Additional Tag' field is empty. The 'Tags' list on the left contains several tags, including '[FromEmail]sender@tylerTech', '[FirstName]Bob', '[LastName]Smith', '[FullName]Bob Smith', '[AccountNumber]10000-2345', '[ViewBillLink]http://localhost/PortalHomePage', '[UnEnrollLink]https://logosint'. The 'From Address' field is empty. The 'Subject' field is empty. The 'Message Body' field is empty. On the right, there are buttons for 'Send', 'Send Old Way', and 'Reset'.

Recipients Message Miscellaneous

Use TemplateID ☐ Yes ☒ No

\* Template Id  Additional Tag  Add

Tags

- [FromEmail]sender@tylerTech
- [FirstName]Bob
- [LastName]Smith
- [FullName]Bob Smith
- [AccountNumber]10000-2345
- [ViewBillLink]http://localhost/PortalHomePage
- [UnEnrollLink]https://logosint

From Address

\* Subject

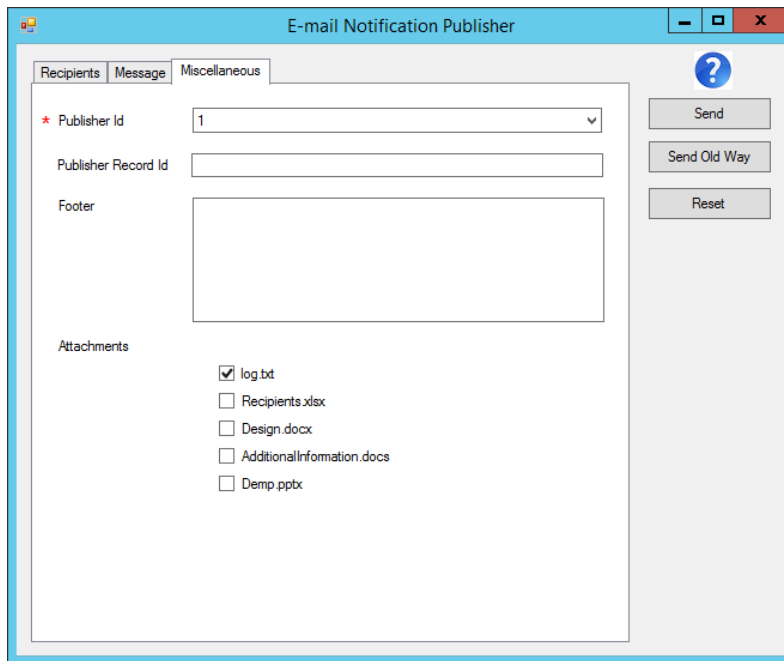
\* Message Body

Send

Send Old Way

Reset

## MISCELLANEOUS



The screenshot shows the 'E-mail Notification Publisher' application window. It has three tabs: 'Recipients', 'Message', and 'Miscellaneous'. The 'Miscellaneous' tab is active. It contains the following fields and controls:

- Publisher Id:** A dropdown menu with the value '1' selected.
- Publisher Record Id:** An empty text input field.
- Footer:** A large empty text area.
- Attachments:** A section with five checkboxes:
  - ☒ log.txt
  - ☐ Recipients.xlsx
  - ☐ Design.docx
  - ☐ AdditionalInformation.docx
  - ☐ Demp.pptx

On the right side of the window, there are three buttons: 'Send', 'Send Old Way', and 'Reset'. A help icon (?) is located above the 'Send' button.

The **Miscellaneous** tab contains the *Publisher ID*, the *Publisher Record ID* (template ID being tested), a box to add a *Footer* and check boxes for including *Attachments*.

## LOGGING OF EMAIL TRANSACTIONS

All email transaction details are logged in the **Suite.EmailNotificationLog** table in the database. This table keeps track of the template used for the email, the message itself and the senders and recipients.