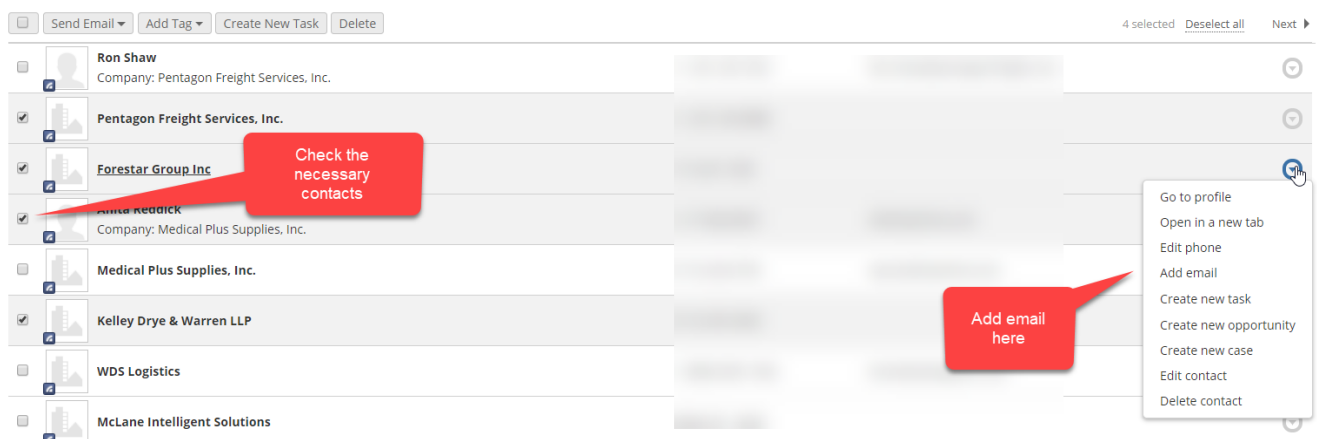


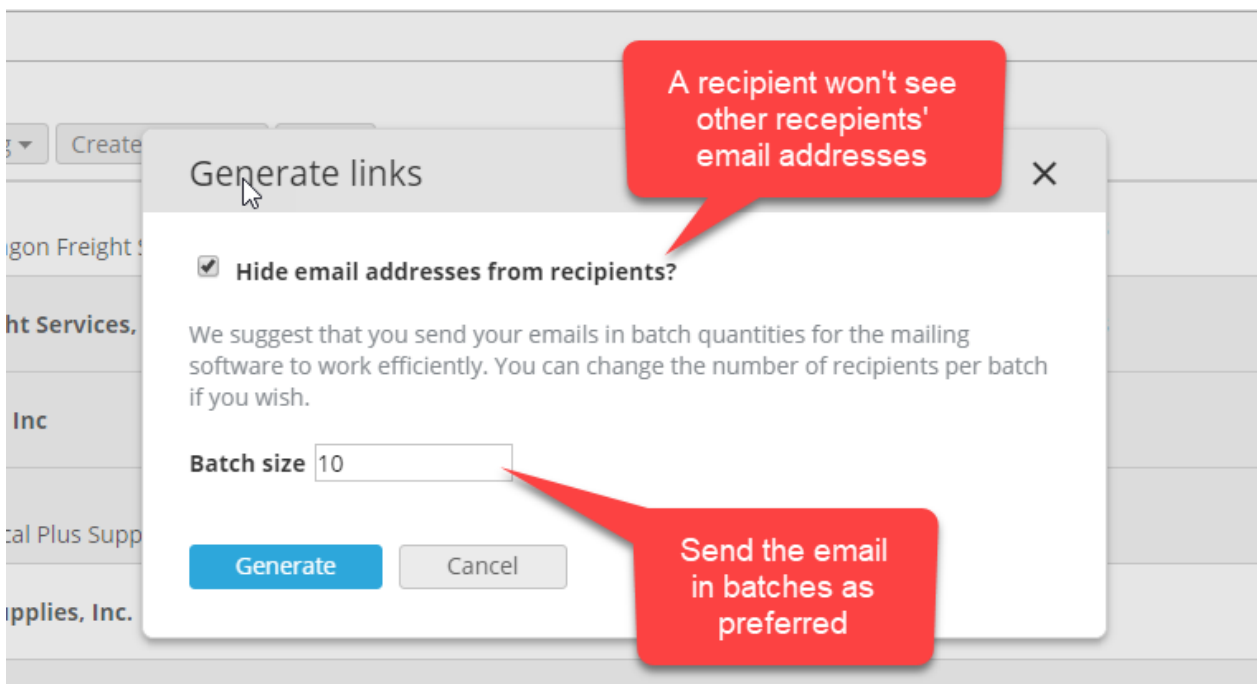
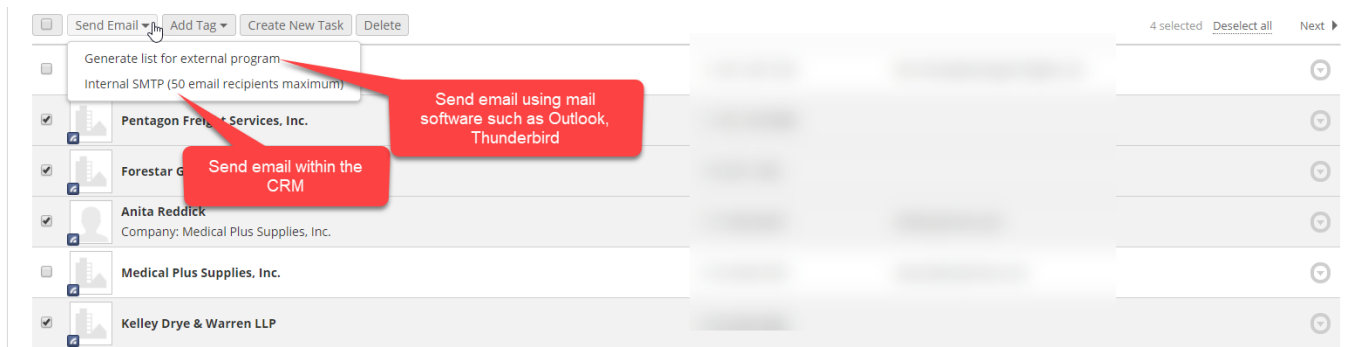
How to Send a Mass Email from QuikBox Office CRM

1. Your mailing list can contain up to 50 To create it just check the contacts you wish to send your email to in the Contacts list.

Verify that all the selected contacts have the email address specified. If not, to add the address click the Actions button to the right, select the Add email option from the drop-down list and enter the necessary address into the field which appears. To confirm it press the Enter key



2. When all the contacts are selected click the Send Email button above the contact list and select the Internal SMTP (50 email recipients maximum) option. This will allow you to compose and send the email out from the CRM. If you wish to send emails using an external mailing software select the Generate list for external program option from the drop-down list.



3. Compose the email

From: QuikBox Office (support@quikbox.com)

To: 1 addresses

Subject:
Data Security

Personal tags: Person

Letter Body: *

← → | Open Sans ▾ 12 ▾ **B** *I* U ~~S~~ A **A** [List Icons] [Image Icon] [Smiley Icon] [Link Icon]

Hello,

Ensure your data is always available across any infrastructure and relish fresh insights.

Explore backup for What's Next with the leading Cloud Data Management™ platform

Hear 2020 predictions

Create your own data-driven, revenue-centric strategy

See the latest cloud innovations with Azure, AWS and Office 365

Test your knowledge and win prizes throughout the day, including a Virtual Reality kit!

Thank you
QuikBox Team

Shows the number of selected contacts

Sender email address configured on the CRM's SMTP Server(Can be changed)

This toolbar helps you format your text

Online URL: <https://support.quikbox.com/article.php?id=47>