



## Sage E-marketing for Sage CRM

### Quick Start Guide to:

### Creating a Reply Email Address within the Email in the Advanced Editor

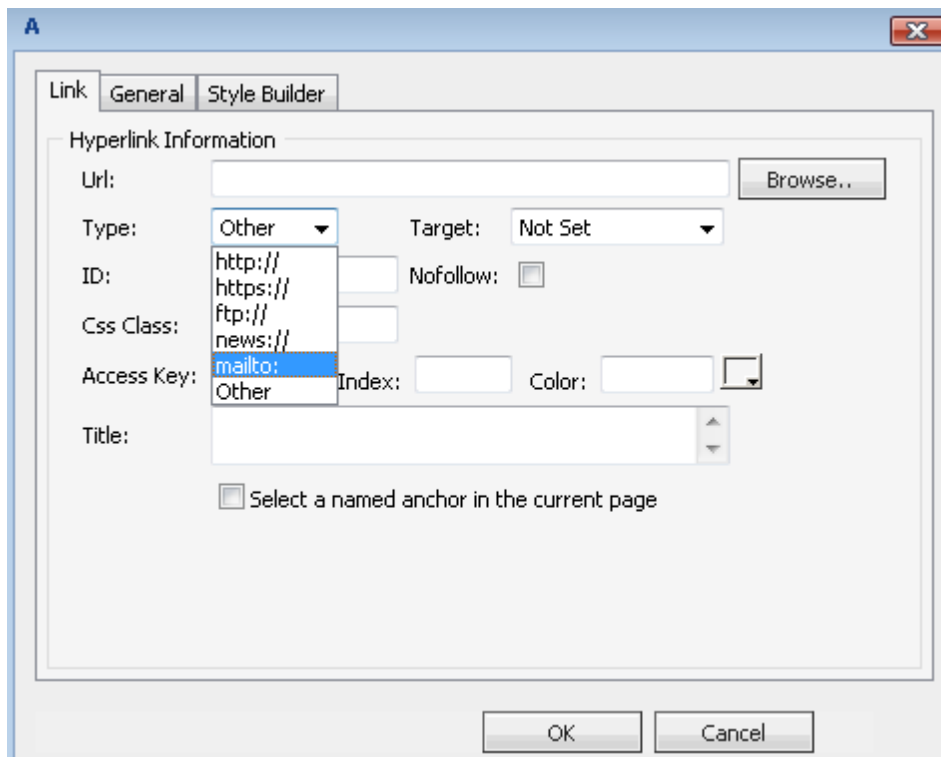
The benefit of creating a hyperlinked reply email address within your email template is that you can have pre-populated subject lines and even a prompted question in the content of the response email if you'd like.

#### Advanced Editor

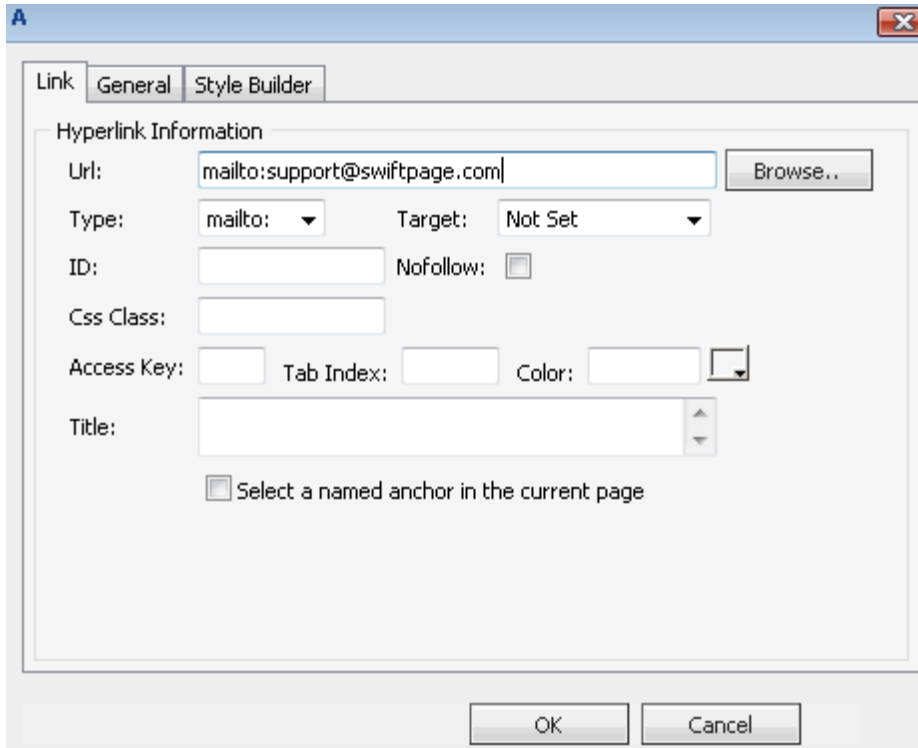
- In the Advanced Editor, type in the email address that you wish to hyperlink. Then highlight it and click the chain-link icon in the tool bar:

The screenshot shows the Advanced Editor interface. The top toolbar includes icons for undo, redo, and other editing functions. The 'Insert Hyperlink' icon is highlighted with an orange arrow. Below the toolbar are dropdown menus for 'Mail Merge fields', 'SpeProfile fields', and 'Survey links'. The main editing area shows a preview of an email template with a blue hyperlinked email address 'Support@swiftpage.com' and two placeholder boxes for product images.

- A pop-up window will appear. Select the drop-down menu next to Type: and change it to mailto:



- Then, next to URL: type in the email address that you wish to hyperlink and click OK. You can test this hyperlink by Previewing the template or sending yourself a test.



The image shows a 'Link' dialog box with two tabs: 'General' and 'Style Builder'. The 'General' tab is active, displaying 'Hyperlink Information'. The 'Url' field contains 'mailto:support@swiftpage.com' and has a 'Browse...' button to its right. The 'Type' dropdown is set to 'mailto:' and the 'Target' dropdown is set to 'Not Set'. The 'ID' field is empty, and the 'Nofollow' checkbox is unchecked. The 'Css Class' field is empty. The 'Access Key' field is empty, 'Tab Index' is empty, and 'Color' is empty with a color selection icon. The 'Title' field is empty with a scroll bar. At the bottom, there is a checkbox labeled 'Select a named anchor in the current page' which is unchecked. At the very bottom of the dialog are 'OK' and 'Cancel' buttons.