Sage E-marketing for Sage CRM

Quick Start Guide To:

Saving Basic Templates

This Quick Start Guide will guide you through the steps of saving changes made to your template in the Basic Template Editor.

1. In the Basic Template Editor, you will see the following menu at the top:

2. To save your template, simply click Save.

3. You will then see a screen confirming that you have saved the template. From here you can choose to Continue Editing or Exit.

a. If you select Continue Editing, you will be taken back to the template editor and the template will remain in "Edit Mode". You must Save and Exit in order to take your template out of "Edit Mode" and send it.

b. If you select Exit, you will be taken back to the Sage E-marketing for Sage CRM Template Manager menu.

4. You can also select Save As at the top to save a copy of the template and simply rename the new template:

Save Template

Select a Template to Overwrite:

Background tests
Blue border
Bluepicky
Borders
Case Study
centering
Chile Relleno Fest
Contessa
December 2009 - SupportA
Halloween Invite
Hyperlink Example
lasieglesample
Logo Demo
Newsletter 01 white
Sample

OR enter a new template name

Case Study

Save   Cancel