



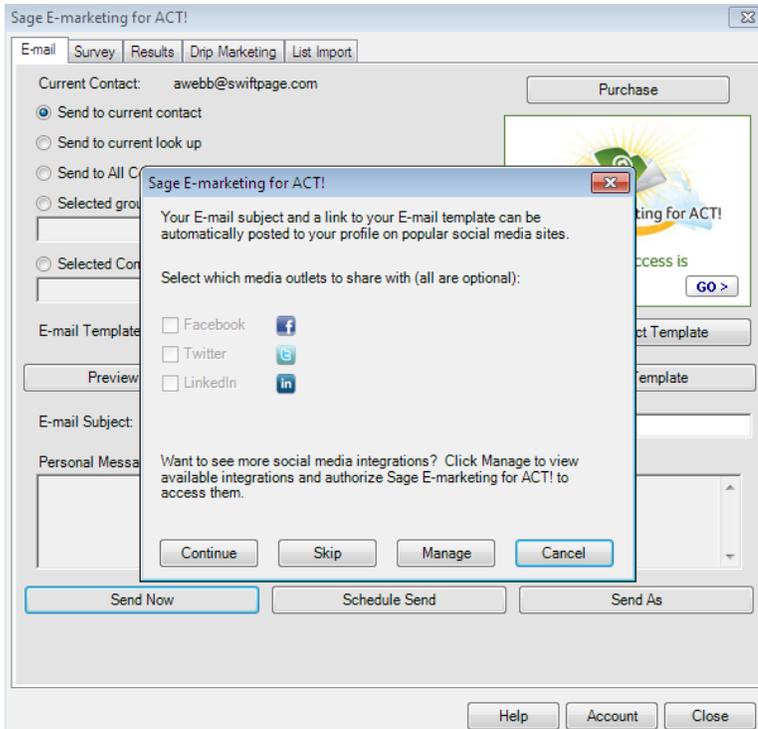
## Quick Start Guide To:

### Sage E-marketing for ACT! Social Sharing

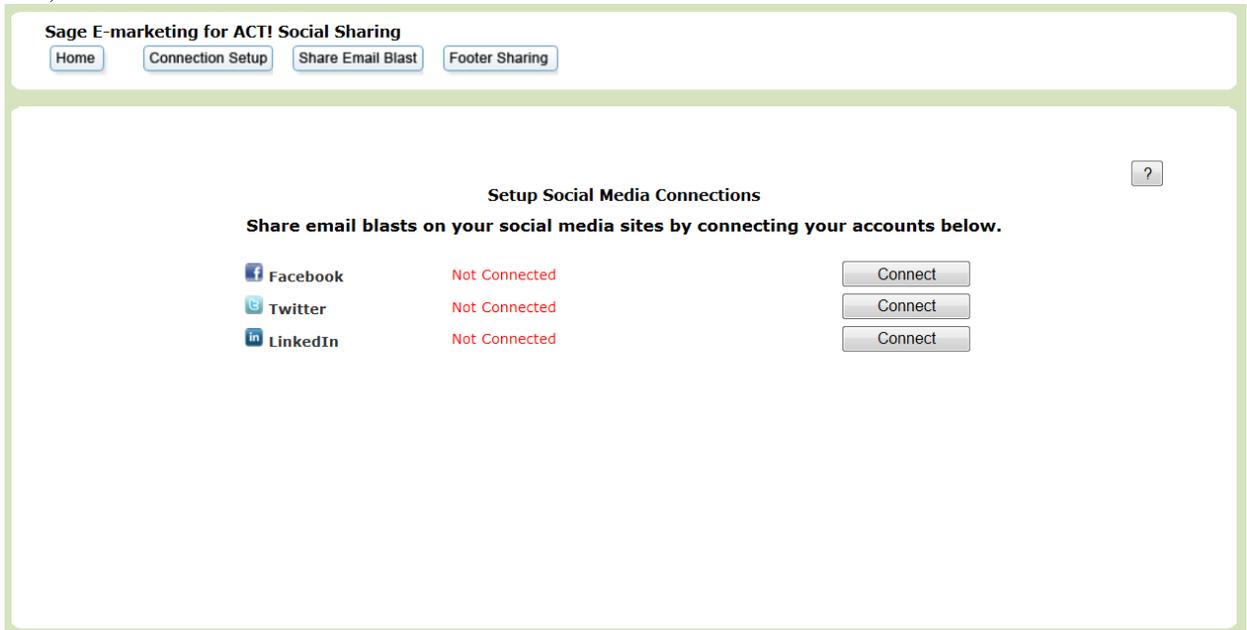
This Quick Start Guide will guide you through how to set up and use the Sage E-marketing for ACT! Social Sharing feature.

1. Click on the Sage E-marketing for ACT! icon to open the e-marketing window.
2. Click Send Now.

3. Click Manage to open the Connection Setup page.



4. This is where you connect your Social Media Accounts (Facebook, Twitter, LinkedIn). Click the “Connect” button next to the Social Media Product you want to connect. You can choose one, two, or all of them.



5. This will route you to a Log In and ask for you to allow permission to connect the services.

6. You'll follow the log in steps and see the below screen for your Connection status.

Sage E-marketing for ACT! Social Sharing

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**Setup Social Media Connections**

**Share email blasts on your social media sites by connecting your accounts below.**

 Facebook	<b>Connected</b>	Ryan Sullivan	<a href="#">Disconnect</a>
 Twitter	<b>Not Connected</b>		<a href="#">Connect</a>
 LinkedIn	<b>Not Connected</b>		<a href="#">Connect</a>

7. Now, if you want to have the Social Sharing icons located in your Email Footer so that your contacts can click and have them share to their Social Media site, you will want to click “Footer Sharing” at the top of the page.

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**Footer Sharing**

Allow your email recipients to share your email on the recipients Facebook, Twitter, and/or LinkedIn social sites by including social share icons in the footer of your emails.

**\*Note\*** this affects all emails sent and scheduled to be sent after preference is submitted

**Add Facebook, Twitter, and LinkedIn links to the footer of my emails** [f Share](#) [in Share](#) [t Tweet](#)

[Submit](#)

This will appear in your Email Footer (shown below).

Sent  
to: [rsullivan@swiftpage.com](mailto:rsullivan@swiftpage.com)  
If you prefer not to receive  
future e-mails of this type,  
[click here](#)

Sent By:  
**Swiftpage**  
383 Inverness Pkwy  
Englewood Colorado 80012  
United States

powered by **Swiftpage**

Share this email

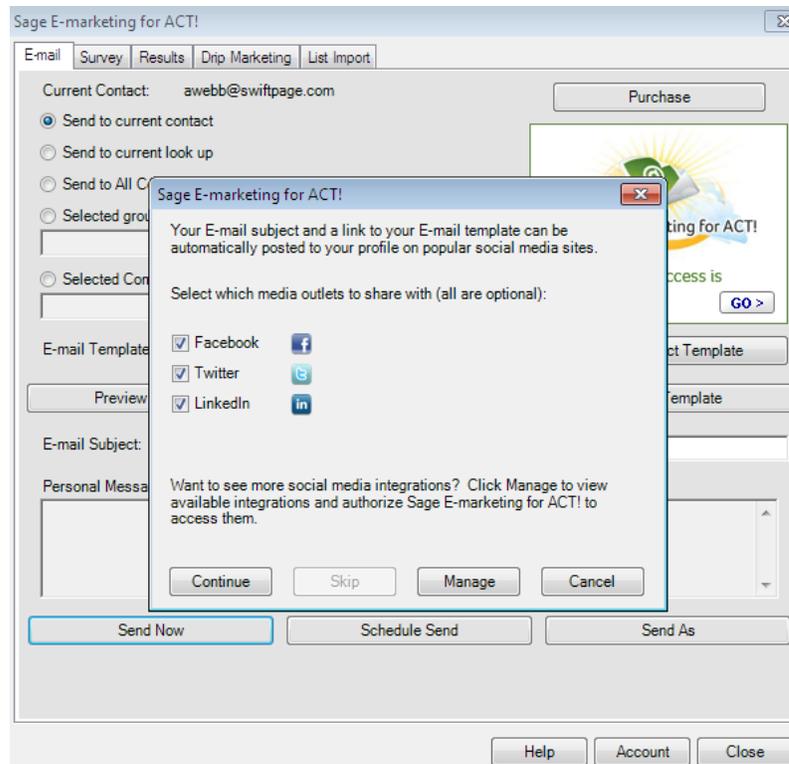


To view as a web page [click here](#)

Forward to a Friend



- When sending out the email blast, you'll go through the normal Send Email Blast steps.
- The following step will ask you what Social Media connections you want to use with this Email Blast. Select the one(s) you want > Continue.



- If you elected to not share your Email Blast to your Social Media during the send state, you can still go in to share that previously sent template by clicking the Share Email Blast at the top of the Social Sharing page.

11. Here, you will want to select the Email Blast > Next



12. Confirm Email Blast Sharing and select the correct Social Media site(s) you want to share the blast template to > Click Share.

### Confirm Email Blast Sharing

**Email Sent Date:** 04/13/12

**Email Subject:** Sample

**Preview of Email:** [Click here](#)

Your email subject line and a link to your email template will be posted to your connected social media sites. Select which social media sites to share on:

- Facebook Ryan Sullivan
- Twitter @RsullivanSP
- LinkedIn QA Swiftpage

13. This is a confirmation page that will summarize the details of your Social Media Sharing.

## Social Media Sharing Confirmation

Your social media sites will be updated shortly. You will receive an email confirmation upon completion.

**Share Time:** 4/13/2012 3:27 PM

**Template:** Read Only zzz\_Blank\_One Column

**Subject:** Sample

The following social media sites will be posted to:



Facebook



Twitter



LinkedIn

Share Another Email Blast