



Quick Start Guide To:

Sage E-marketing Social Sharing – Share Email Blast

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

1. Go to www.Sageemarketing.com.
2. Input your account details at the top of the screen and click on Submit.
3. Once you are at the Home screen, click on Social Sharing.



After opening Sage E-marketing Social Sharing, click the Share Email Blast button and you will see the following screen:

Sage E-marketing Social Sharing

Home Connection Setup **Share Email Blast** Footer Sharing

Share Email Blast ?

View Email Blasts from

Sent	Email Subject	Template Name	Facebook Post	Twitter Post	LinkedIn Post
12/13/11	SS Footer	Sample	12/13/2011 12:34 PM	12/13/2011 11:16 AM	12/13/2011 11:16 AM
12/12/11	Sample Campaign	Read Only zzz_Company News		12/12/2011 11:22 AM	12/12/2011 11:42 AM
12/12/11	Twitter	Read Only zzz_aStart	12/13/2011 12:33 PM	12/13/2011 11:16 AM	12/12/2011 11:52 AM

Preview Next

Also, if you elected to not share your Email Blast to your Social Media sites during the send state, you can go here to share that previously sent template by following these steps.

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

Sage E-marketing Social Sharing

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[Preview](#) [Next](#)

- Select the Social Media sites and, if necessary, the Facebook page on which you would like to share the Blast. Click Share.

Confirm Email Blast Sharing

Email Sent Date: 12/16/11
Email Subject: SPE SEMA ADV
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:

<input type="checkbox"/>	Facebook	<input type="text" value="SPQA"/>
<input type="checkbox"/>	Twitter	@RsullivanSP
<input type="checkbox"/>	LinkedIn	Ryan Sullivan

[Share](#) [Cancel](#)

- You'll then see 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: 12/13/2011 11:16 AM

Template: Sample

Subject: SS Footer

The following social media sites will be posted to:

 [Tweet](#) Twitter

 [Share](#) LinkedIn

[Share Another Email Blast](#)

7. Now when you go back to the Share Email Blast page, you will see the date and time that the email blast got posted to the Social Media sites.

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[Preview](#) [Next](#)