

WyldFyre™ E-mail Property Listings Table Help

E-mail

The Property Listings Table can be E-mailed as a browser link or as an attachment.

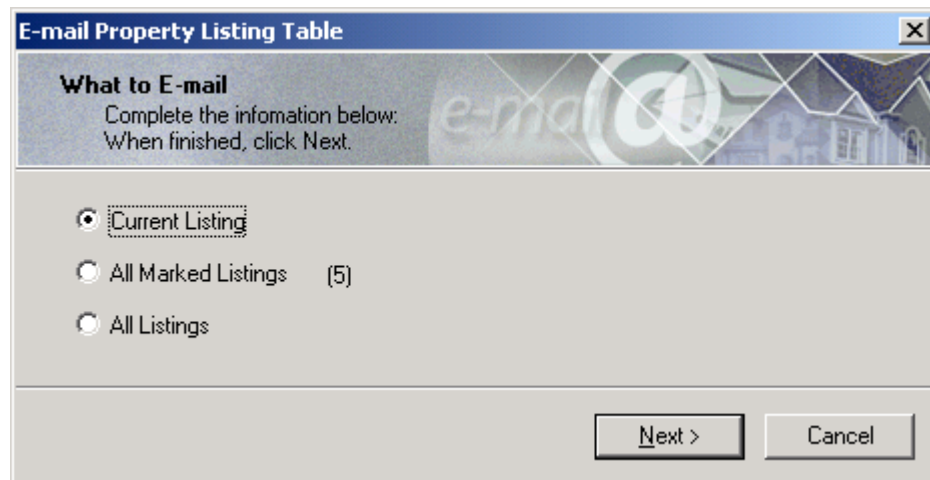
E-mailing as an attachment requires that you have a MAPI compliant personal E-mail program, such as Microsoft Outlook, on the computer.

E-mailing as a browser link uses the WyldFyre E-mail server and only requires that you have a connection to the Internet. The recipient of the E-mail will view the reports by clicking the browser link that is included in the body of the E-mail.

E-mail a Property Listings Table.

You can E-mail the Property Listings Table as a browser link or as a HTML attachment. You can also save the HTML attachment to attach to another E-mail program, such as AOL.

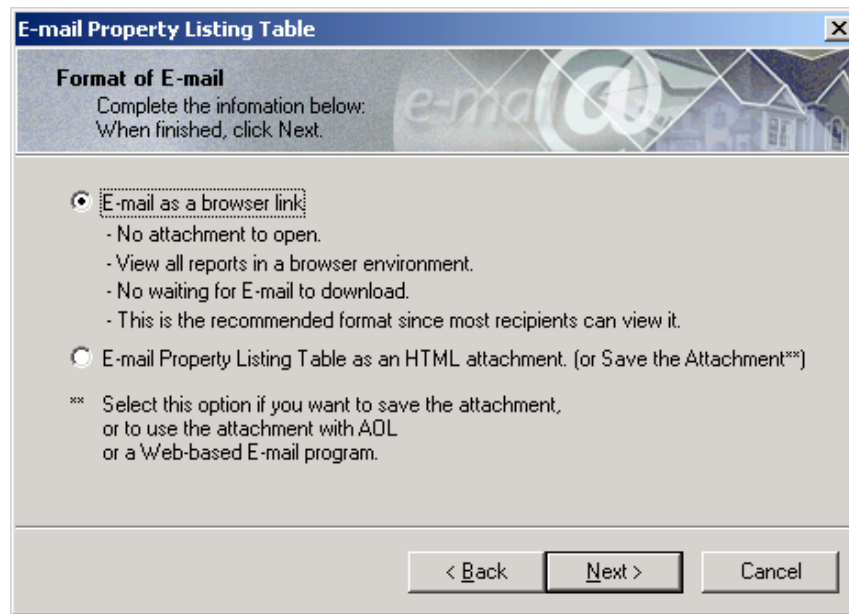
1. Display the search results as a Property Listings Table.
 - Whatever is displayed on the screen is what will be E-mailed.
 - For assistance to reformat the Property Listings Table, please refer to Help.
2. Click the E-mail button on the toolbar. The E-mail Wizard automatically starts.
3. What to E-mail:
 - "Current Listing" will only include the single highlighted listing.
 - "All Marked Listings (#)" will include only those listings with an X in the M (marked) column. If none is marked with an X this option will not be available.
 - "All Listings" includes all listings displayed on the Property Listings Table.



4. Format of E-mail:

- “E-mail as a browser link” will send your request to the WyldFyre E-mail server. The E-mail server will prepare the E-mail, create the link, and then send the E-mail to the recipient you specified
- “E-mail as an HTML attachment” will send the Property Listings Table as an HTML E-mail attachment. This requires that you have a MAPI compliant personal E-mail program, such as Microsoft Outlook, on this computer.

This is the option to select if you want to "Save the attachment".



5. Who to E-mail: The majority of these fields are pre-populated with the User Setup Information that you enter via the wizard or from the Options>Preferences menu selection.

- “Address Book” will display all of your clients and their E-mail addresses from the Listings Address Book. Or, you can enter an E-mail address.
- “Your E-mail Address:” is the E-mail address you entered in User Setup. Or, you can enter an E-mail address.
- “Your Name:” is the Agent Name associated with the E-mail address.
- The “Subject” and “Message” entered will be used in the Subject field and Message box of the sent E-mail. Whatever you enter in these two fields will remain in these fields for future E-mails unless you change it or delete it.
- “Signature” is the Auto-Signature you entered in User Setup. Or, you can enter a different signature.
- The "Checkbox" defaults to sending you a copy of the E-mail. Click the checkbox to remove it and no copies will be sent to you.

E-mail Property Listing Table

Who to E-mail
Complete the information below.
When finished, click Next.

Address Book: Separate Multiple Addresses using commas

To: judi@wyldfyre.com

Cc:

Your E-mail Address: jackie@wyldfyre.com

Your Name: Jackie Bolante

Website Address: http://www.pawspc.com

Subject:

Message:

Signature: Jackie Bolante
Broker Associate
WyldFyre Broker Services

Also, send me a copy of this E-mail.

< Back Next > Cancel

5. When to E-mail:

- “Send E-mail Now.” will send your E-mail as a browser link now. Or, this will start your personal E-mail program if you selected to send E-mail as an attachment.
- “Send E-mail Later” will place your E-mail in the Listings E-mail Outbox if you selected to send your E-mail as a browser link. This option is not available if you are sending your E-mail as an attachment since you select this option in your personal E-mail program.
- Save E-mail attachment save the HTML file to your computer.

E-mail Property Listing Table

When to E-mail
Complete the information below.
When finished, click Finish to continue.

Send E-mail now.

Send E-mail later.
- This applies to the browser link option only.
- Will be placed in the E-mail Outbox for you to send later.
- E-mail Outbox is located under the Tools menu.

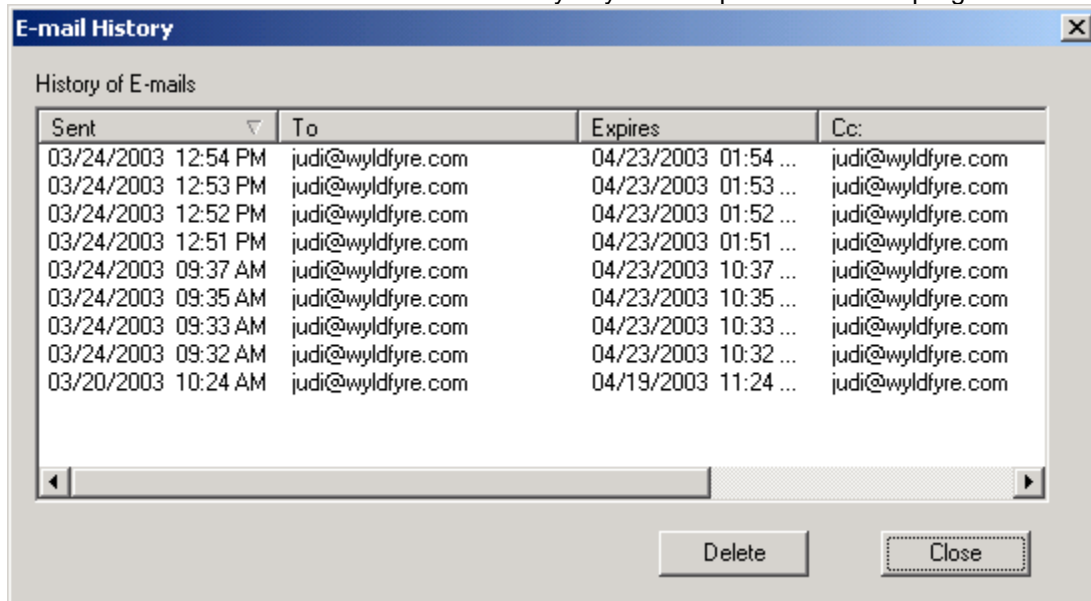
Save E-mail attachment.
- HTML Property Listing Table.
- Will be saved to a folder on this computer.

< Back Finish Cancel

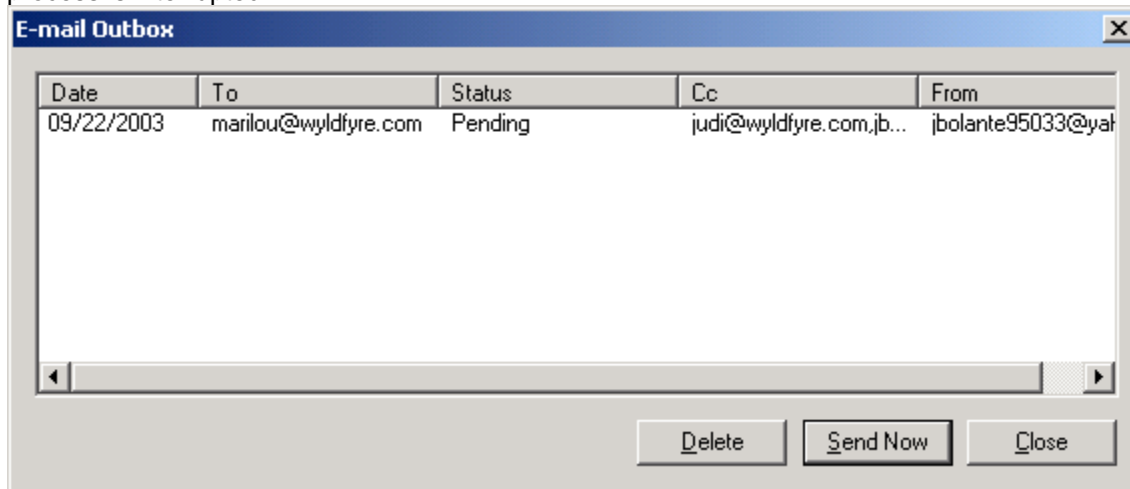
E-mail Outbox and E-mail History

The E-mail Outbox and E-mail History are accessed through Tools on the menu bar.

E-mail History - Displays the history of all E-mails sent as browser links. E-mails sent with attachments will be available in the Sent history of your own personal E-mail program.



E-mail Outbox - "Send Later" E-mails are placed in the E-mail Outbox or if the previous sending process is interrupted.



Each time you start Listings you will be notified if there are E-mails in the Outbox. Selecting Yes, takes you to the Outbox.

