

How to Tie Different SedonaEmail Templates to Different Branches

05/01/2024 6:12 pm EDT

Email templates are connected to Branches. The way this is done is through Sedona Setup. Here are the steps.

Step 1) Go to Sedona Setup and go to email setup. You can use a current email template to connect to your Branch or you can create a new email template.

Step 2) If needed- create a new email template. Click on 'New' and fill out form below.

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Step 3) Go to Sedona Setup and go to email setup. Choose Branches. You will highlight the Branch you want to modify and then choose the Email Template and hit Apply.

Step 4) If needed – create a new Branch template, by clicking on New and fill out the form then attach the required Email template.

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