



 VITAL CRM
**Marketing Email
(Blank Template)**
- User Guide

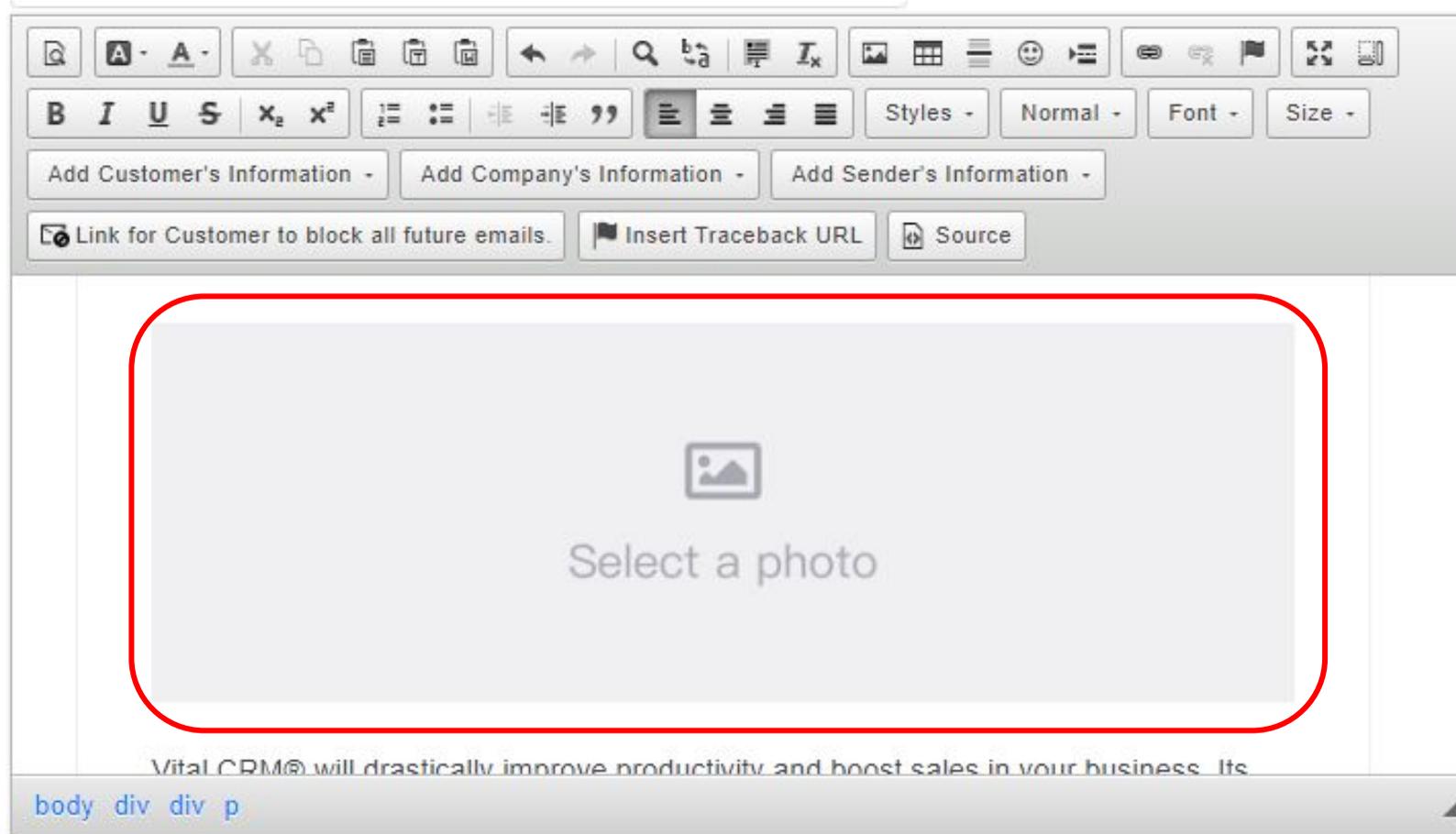


VITAL CRM

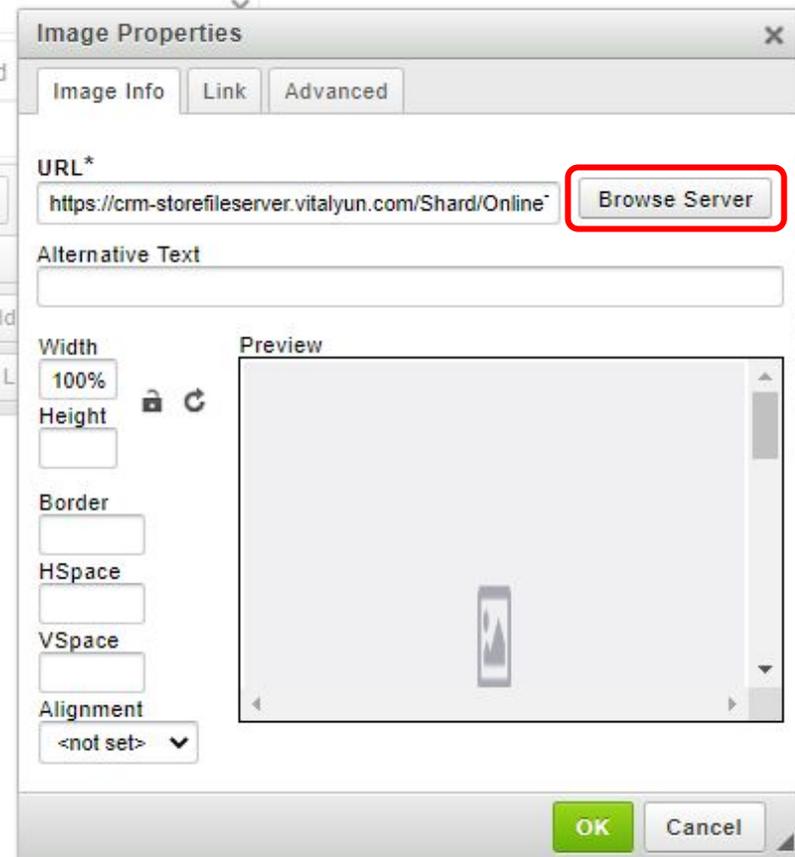
Table of Content

- **Edit photo and add links**
- **Add linked button**
- **Edit Logo**
- **Link for Customer to block all future emails**

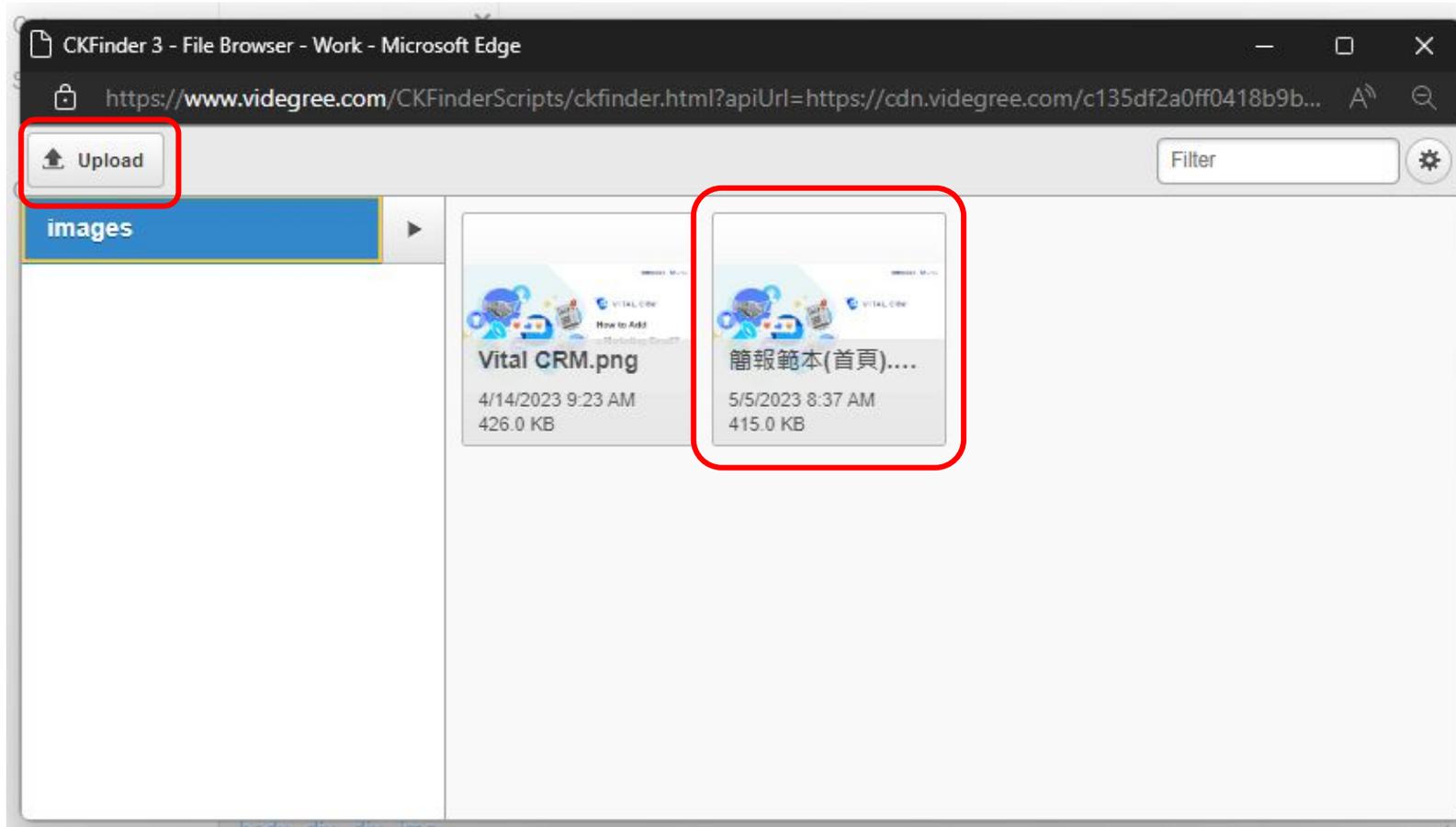
- Double-click on [Select a photo] to insert a photo



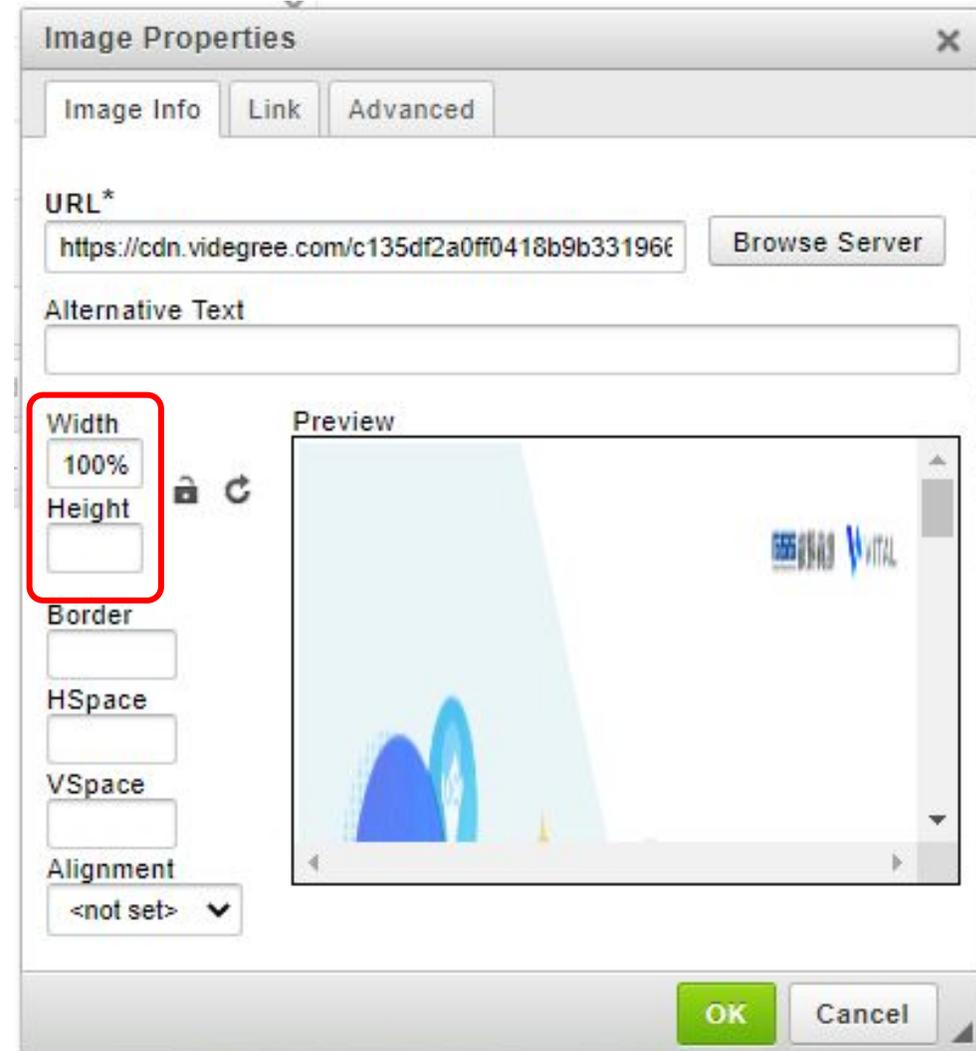
- Click on [Browse Server] browse your photo library



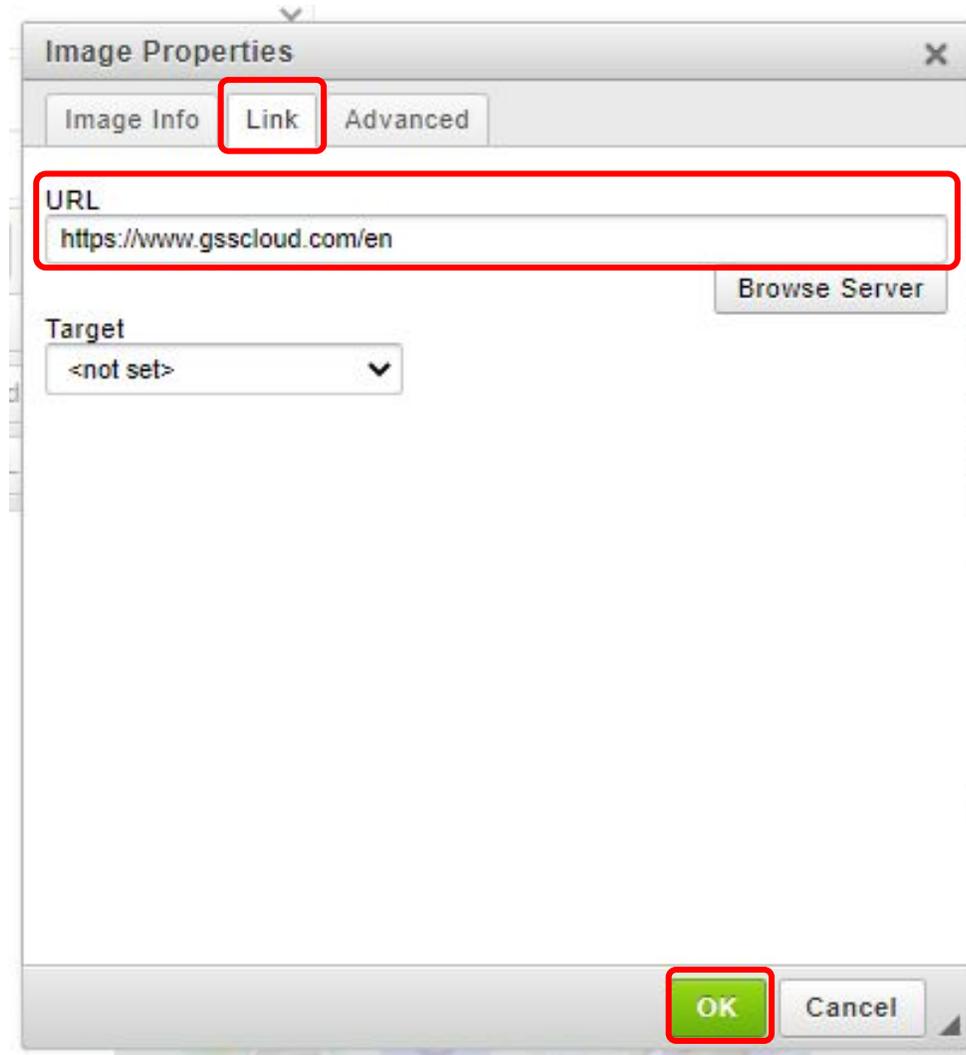
- Select a photo or upload a new photo



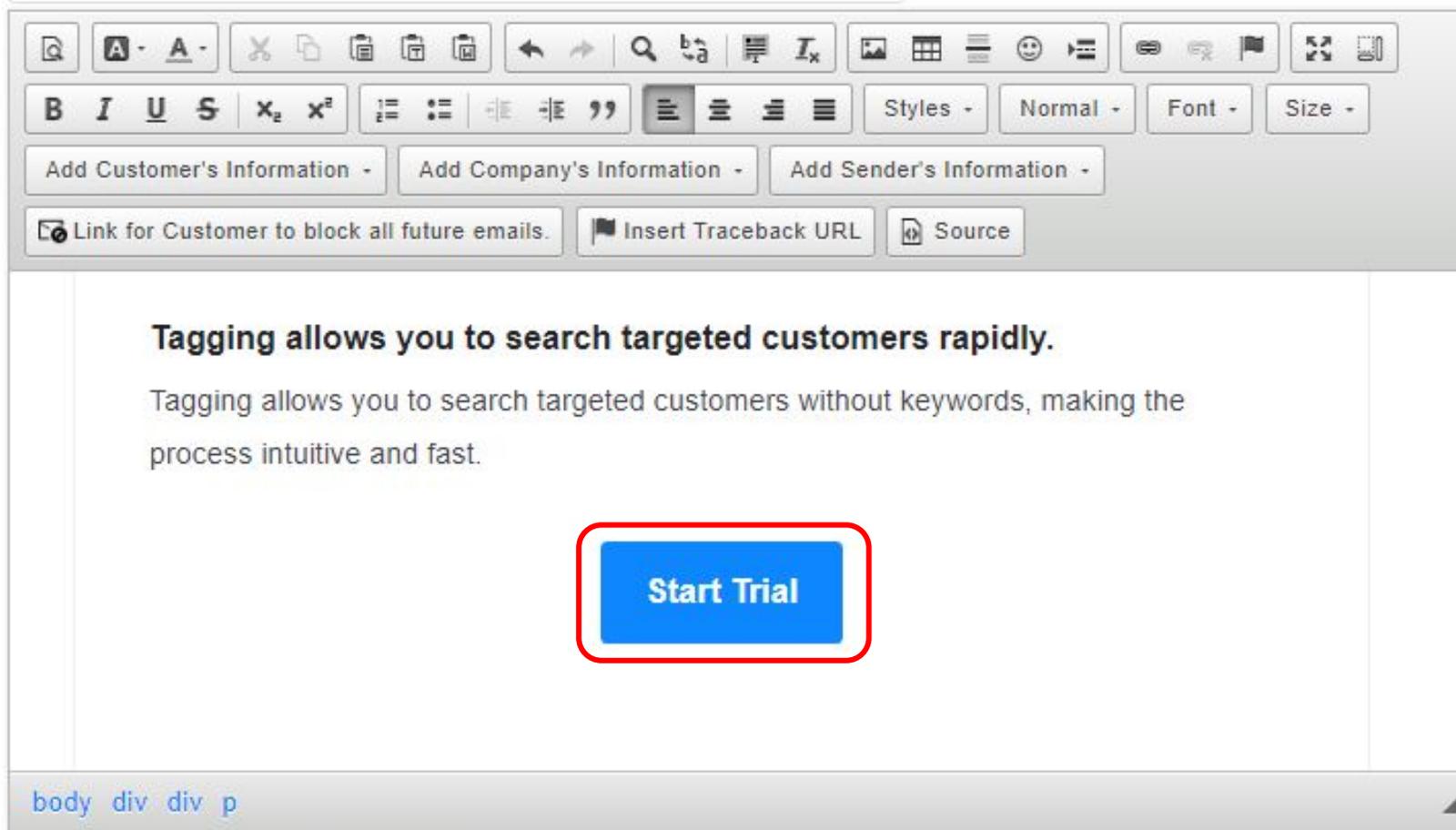
- Set the width to [100%]
- Clear the height settings



- Go to the [Link] tab
- Enter the URL
- Click [OK] to confirm



- Double-click on the button to insert a link to it



The screenshot shows a rich text editor interface. The top toolbar includes various icons for undo, redo, search, and text formatting. Below the toolbar are buttons for adding customer, company, and sender information, as well as options to link for customer to block all future emails, insert a traceback URL, and view source. The main content area contains the following text:

Tagging allows you to search targeted customers rapidly.

Tagging allows you to search targeted customers without keywords, making the process intuitive and fast.

[Start Trial](#)

The 'Start Trial' button is highlighted with a red rectangular border. The bottom status bar shows the HTML structure: `body div div p`.

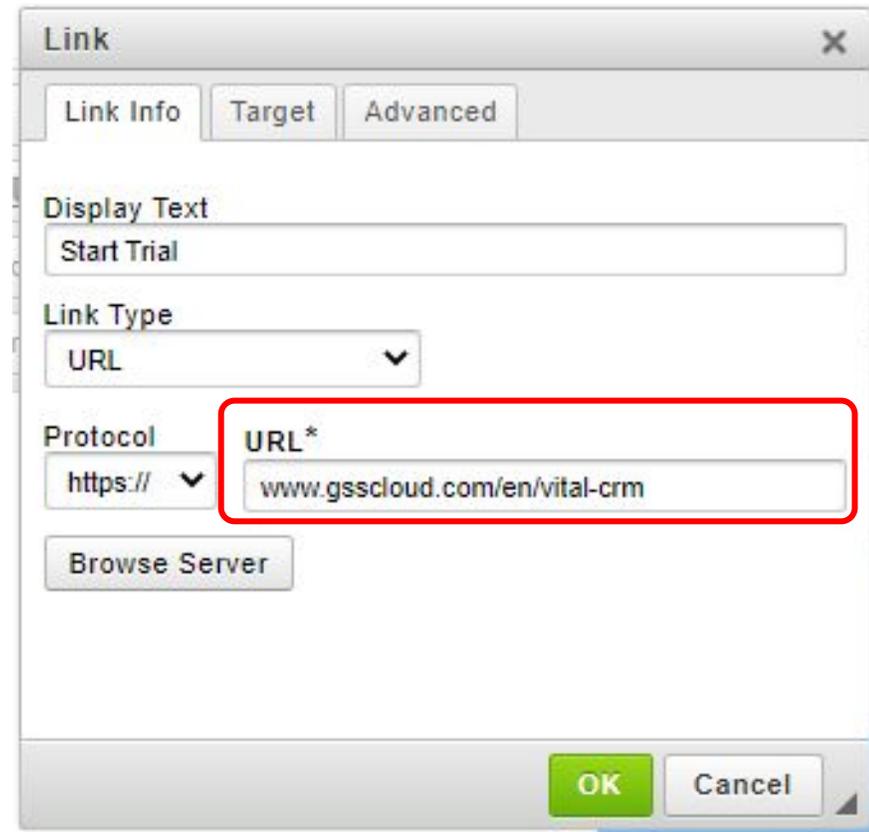
Add linked button

- Under [Link Type], select [URL]

The screenshot shows a 'Link' dialog box with two tabs: 'Link Info' and 'Advanced'. The 'Link Info' tab is active. Below the tabs, there is a 'Display Text' field containing the text 'Start Trial'. Below that is a 'Link Type' dropdown menu. The dropdown is open, showing a list of options: 'Link to anchor in the text' (with a downward arrow), 'URL' (highlighted in grey), 'Link to anchor in the text', 'E-mail', and 'Phone'. At the bottom of the dialog, there are 'OK' and 'Cancel' buttons.

Add linked button

- Copy the website link and paste under [URL]. The system will automatically redirect you based on the protocol.
- Click [OK] to confirm



Link

Link Info Target Advanced

Display Text
Start Trial

Link Type
URL

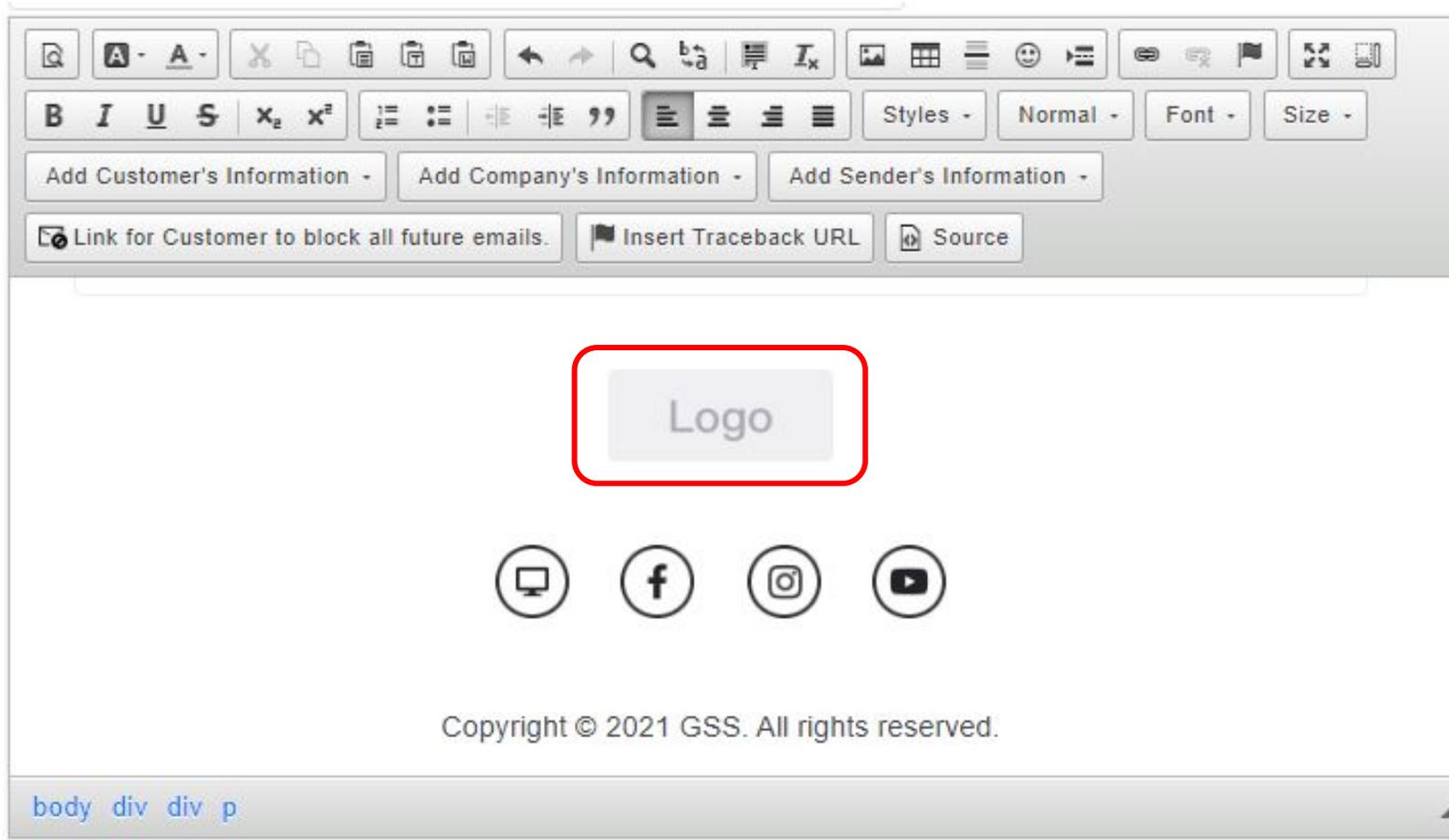
Protocol
https://

URL*
www.gsscloud.com/en/vital-crm

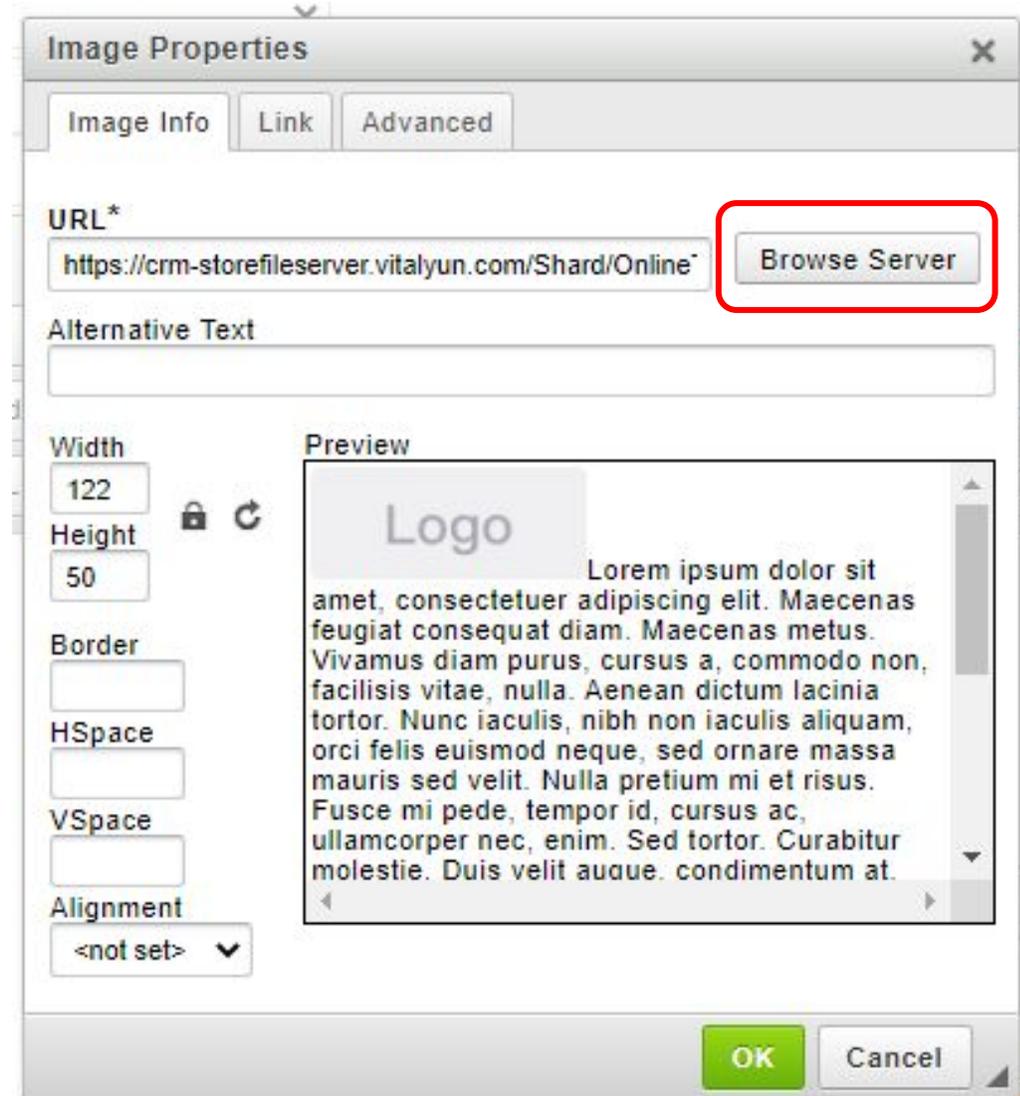
Browse Server

OK Cancel

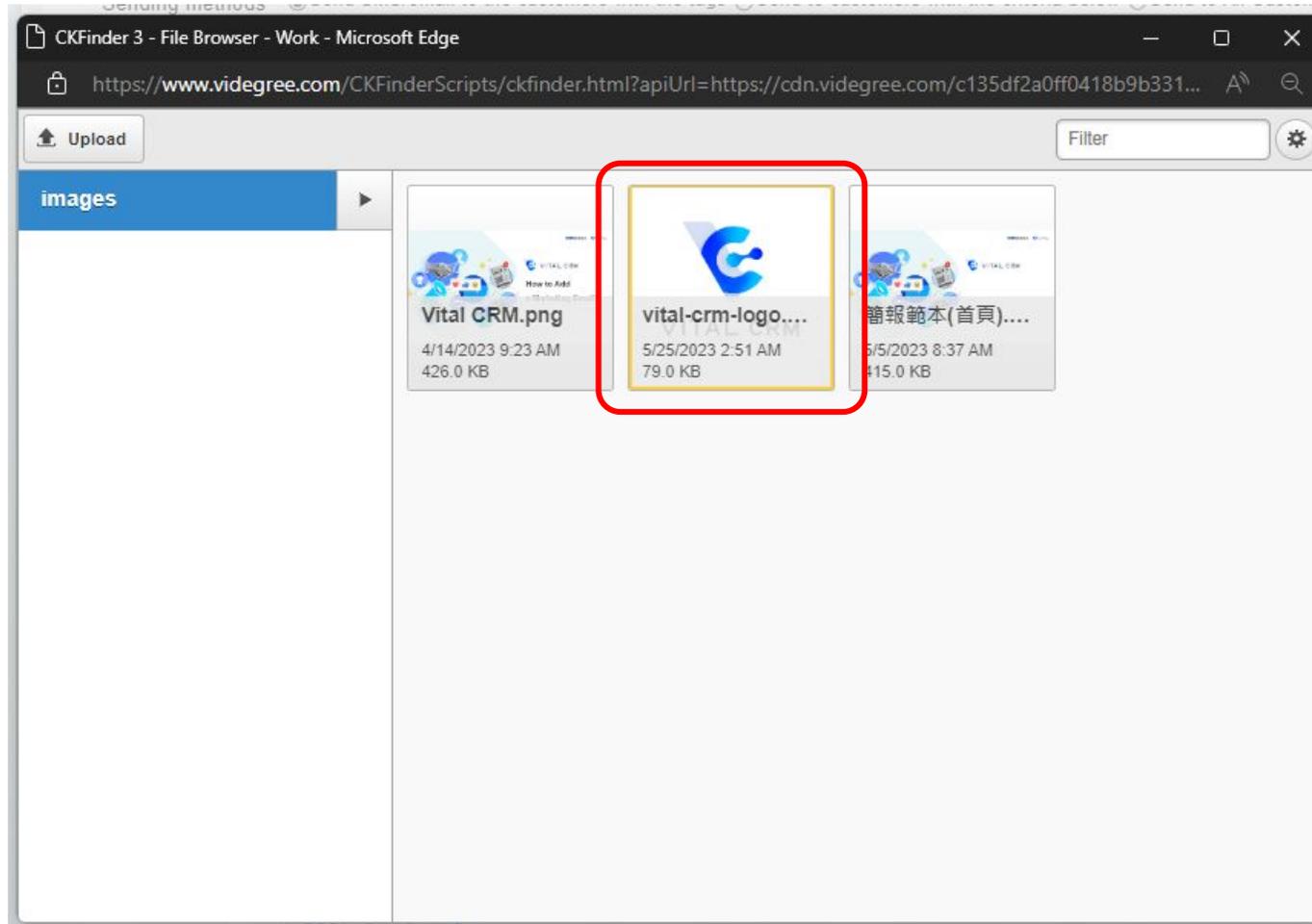
- **Double-click on [Logo]**



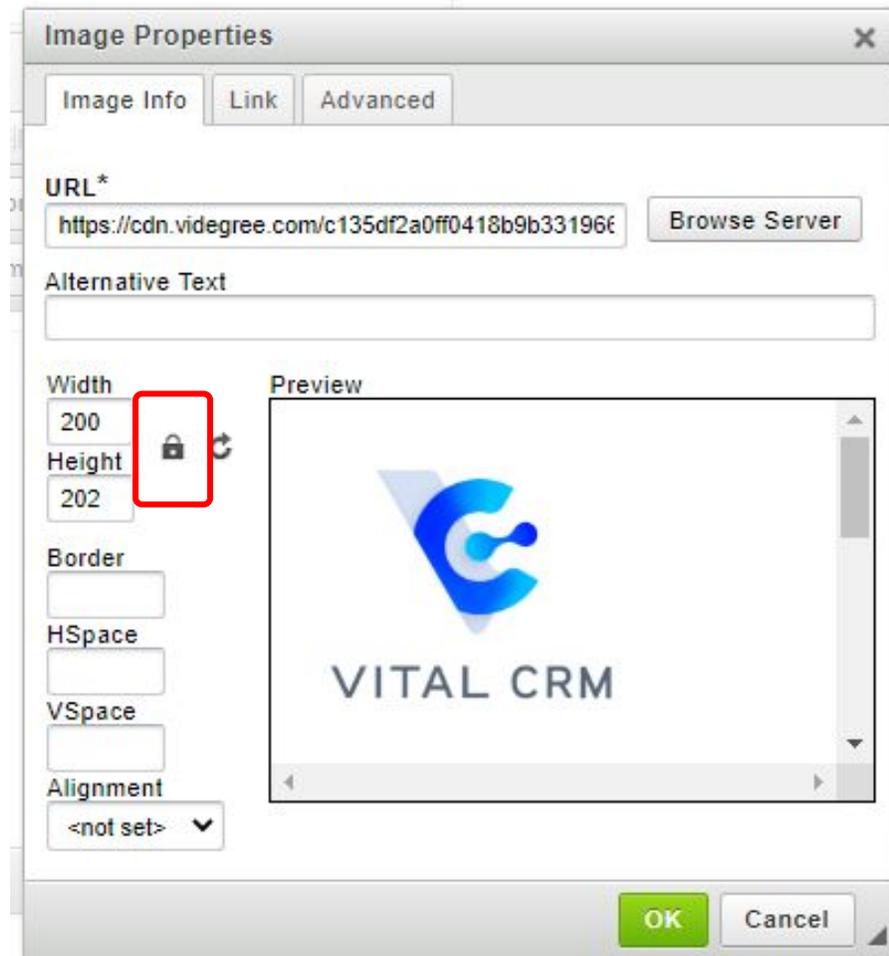
- Click on [Browse Server] to browse your photo library



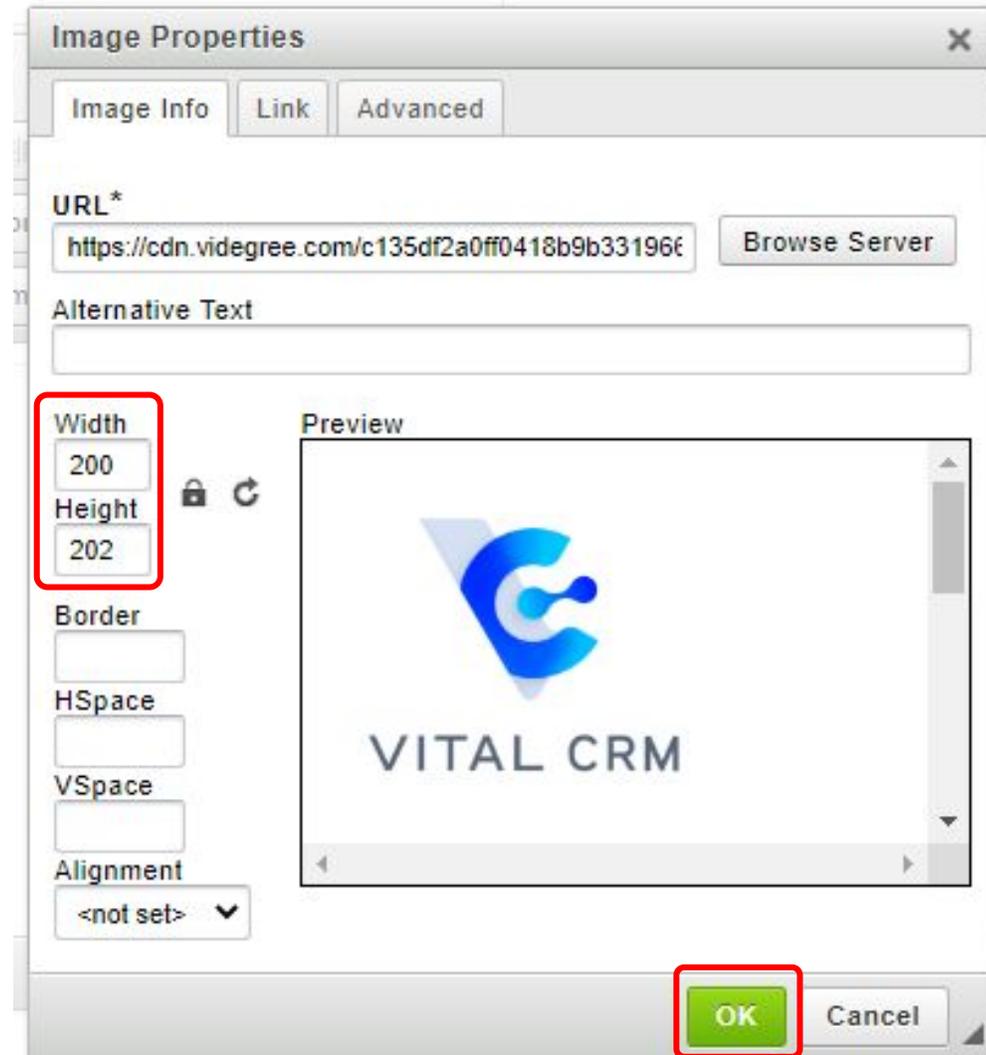
- **Select your logo or upload an image**



- Click the lock icon to lock the image scale



- **Set the width to [200]**
- **Click [OK]**



- By default, the blank template provided in marketing emails have already added a link for Customers to block all future emails. Therefore, there is no need for you to set it up anymore.

