

E-postmaler

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Hvis du ønsker å tilpasse portalen din, anbefaler vi at du oppretter egne eller tilpasser eksisterende e-postmaler.

Note

- [Legge til en ny mal](#)
- [Redigere en e-postmal](#)

Legge til en ny mal

1. Gå til Library og klikk på "Email Templates".
2. Klikk på "Add Email Template" **eller** lag en kopi av en generisk e-postmal ved å klikke på den du vil kopiere, og deretter klikke på "Copy" (på denne måten trenger du ikke å bygge opp en e-poststruktur fra bunnen av).

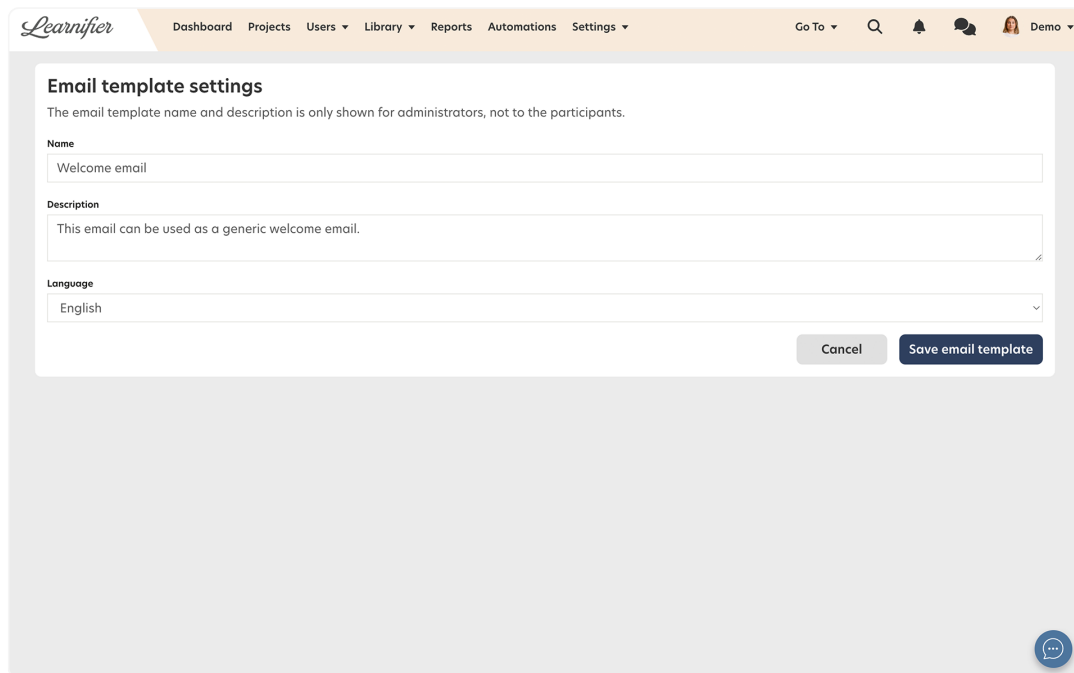
The screenshot displays the 'Email Templates' management interface in the Learnifier application. At the top, there is a navigation bar with the Learnifier logo and various menu items like Dashboard, Projects, Users, Library, Reports, Automations, and Settings. A search bar and utility icons are also present. The main content area features a table of email templates. A green arrow highlights the 'Add Email Template' button in the top right corner of the table area.

NAME	ORIGIN	LANGUAGE
Learner – Course Invitation Template	Generic	English
Learner – Course Invitation Template	Generic	Swedish
Learner – Course Invitation Template (Re-branded)	Customized	English

Showing 1 to 3 of 3 entries

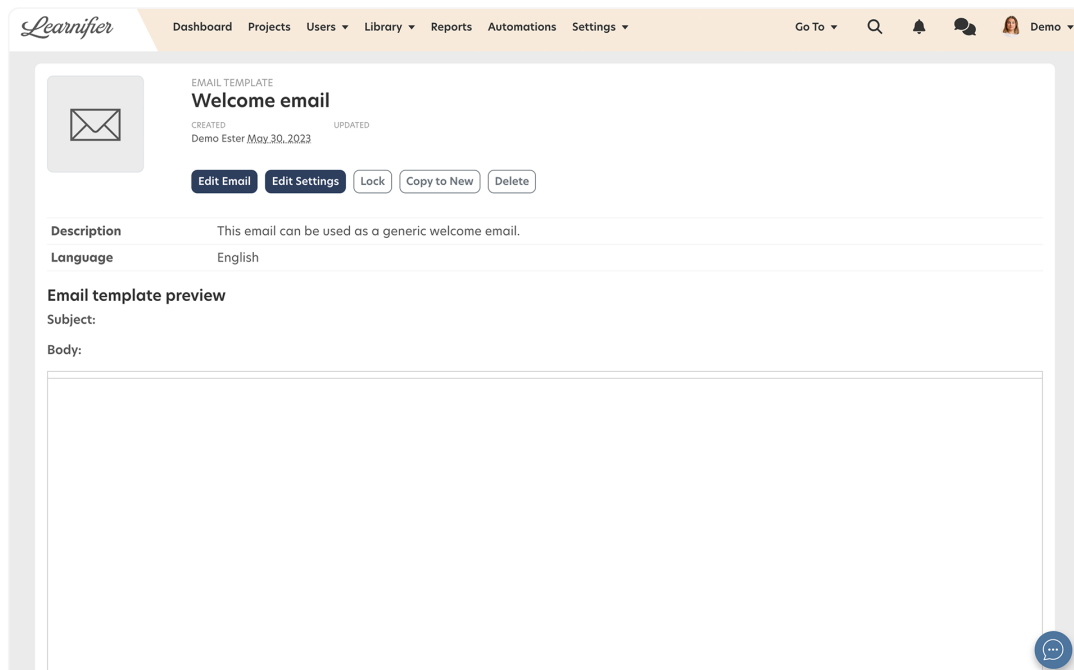
3. Angi et navn, beskrivelse og språk (bare synlig for administratorer) i feltene.

4. Klikk på "Save email template" for å lagre endringene dine.



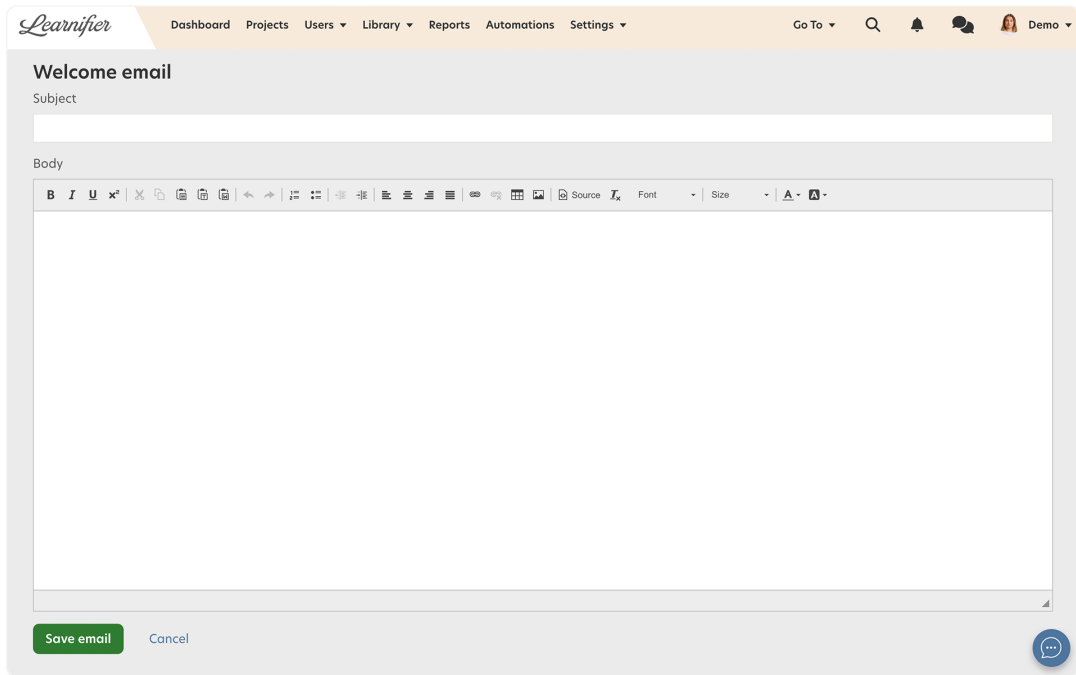
The screenshot shows the 'Email template settings' page in the Learnifier application. The page has a navigation bar at the top with 'Learnifier' on the left and 'Dashboard', 'Projects', 'Users', 'Library', 'Reports', 'Automations', and 'Settings' in the center. On the right side of the navigation bar are 'Go To', a search icon, a bell icon, a chat icon, and a user profile icon labeled 'Demo'. The main content area is titled 'Email template settings' and includes a sub-header: 'The email template name and description is only shown for administrators, not to the participants.' Below this are three input fields: 'Name' with the value 'Welcome email', 'Description' with the value 'This email can be used as a generic welcome email.', and 'Language' with a dropdown menu set to 'English'. At the bottom right of the form are two buttons: 'Cancel' and 'Save email template'. A small chat icon is visible in the bottom right corner of the page.

5. Når du har lagret endringene dine, åpnes et nytt vindu. Klikk på "Edit Email" for å begynne å gjøre endringer.



The screenshot shows the 'Welcome email' template details page in the Learnifier application. The page has the same navigation bar as the previous screenshot. The main content area is titled 'EMAIL TEMPLATE' and 'Welcome email'. Below the title, it shows 'CREATED Demo Ester May 30, 2023' and 'UPDATED'. There are five buttons: 'Edit Email', 'Edit Settings', 'Lock', 'Copy to New', and 'Delete'. Below the buttons are two rows of information: 'Description' with the value 'This email can be used as a generic welcome email.' and 'Language' with the value 'English'. Below this is a section titled 'Email template preview' with 'Subject:' and 'Body:' labels. The 'Body:' field is currently empty. A small chat icon is visible in the bottom right corner of the page.

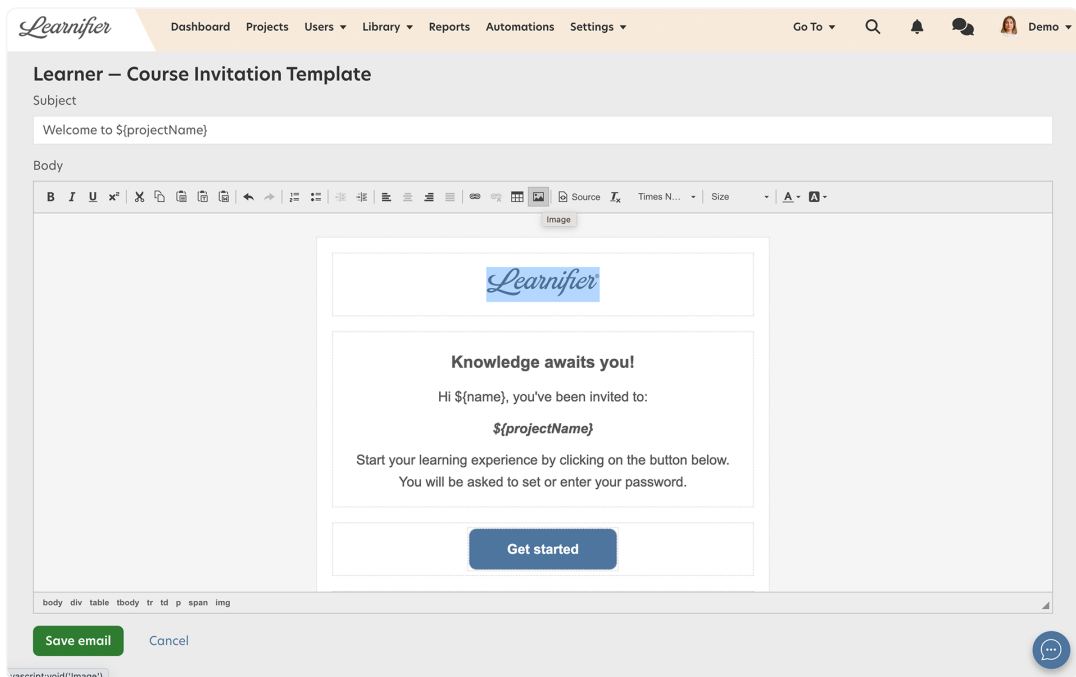
6. Lag e-postmalen din og lagre endringene dine!



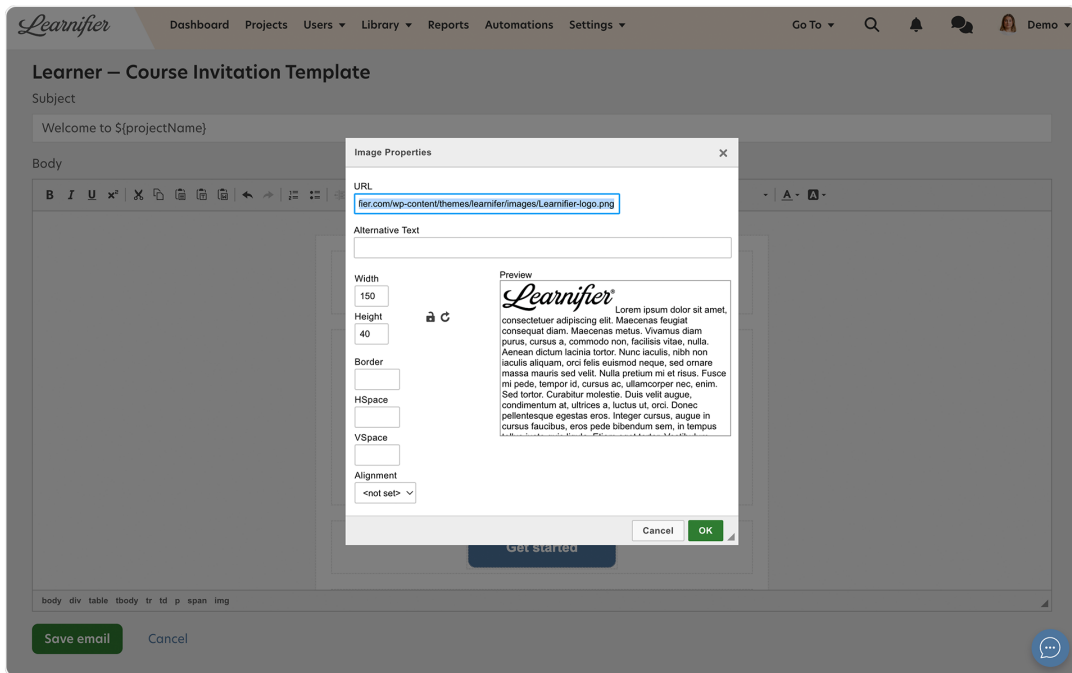
Redigere en e-postmal

Legge til et bilde

1. Velg bildet og klikk på bildeikonet i menyen.

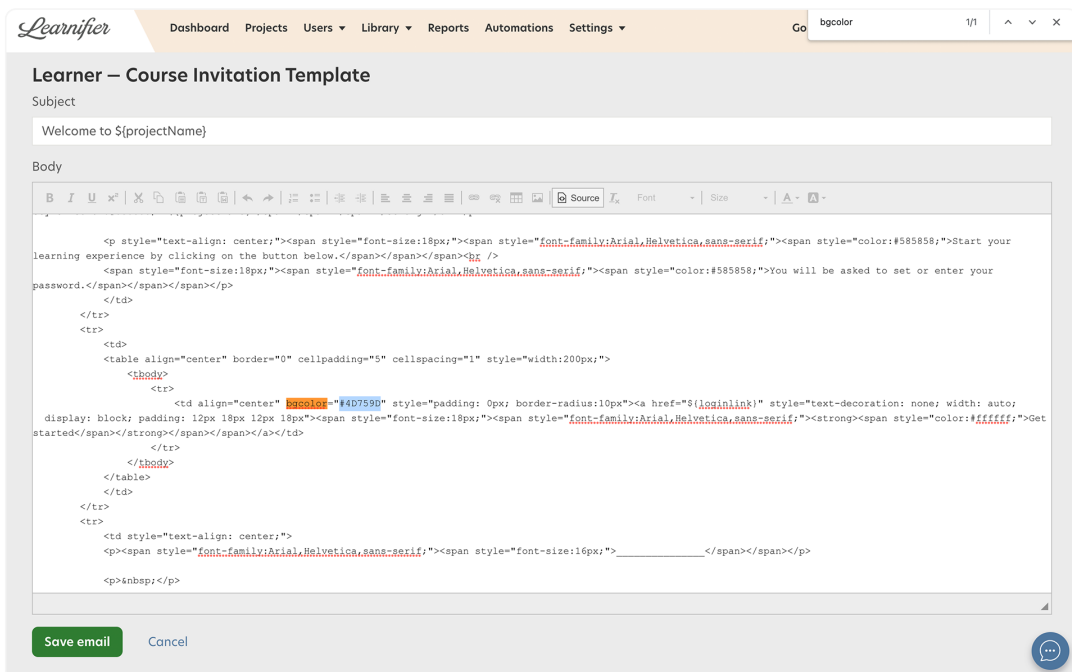


2. Legg til URL-en til det nye bildet og juster størrelsen slik at den passer til e-posten din.



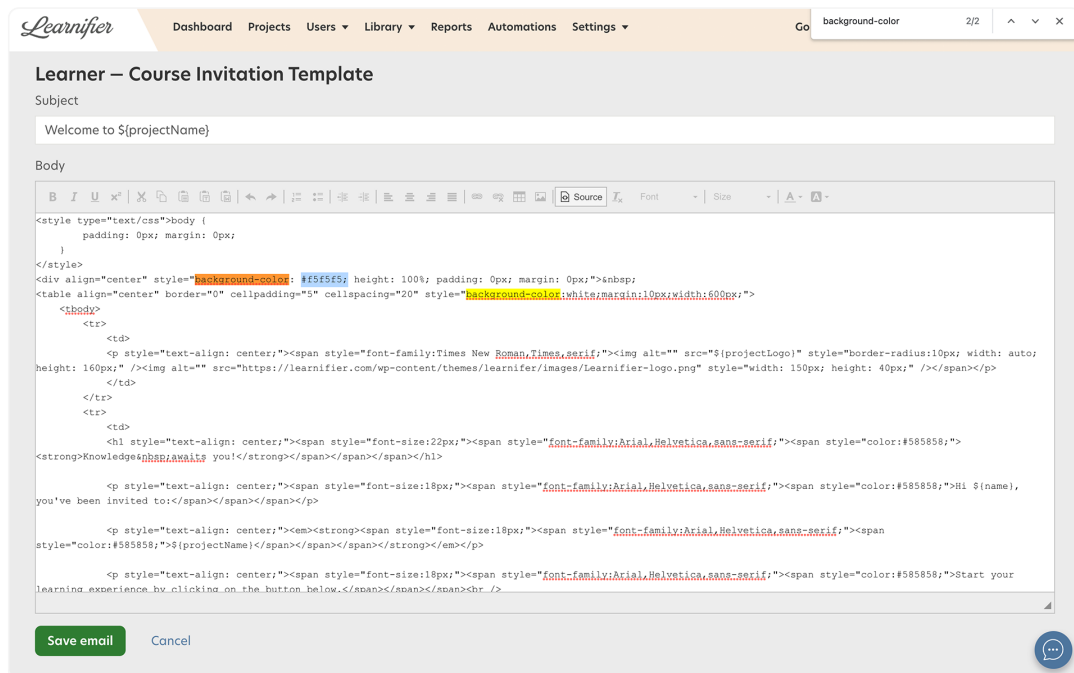
Endre fargen på knappen "Get started"

For å endre fargen på knappen "Kom i gang", gå til malbyggeren og klikk på "Source". Søk etter "bgcolor" og legg til HEX-fargen du har valgt.



Endre bakgrunnsfargen

For å endre bakgrunnsfargen på e-postmalen, søk etter "background-color" (den første) og endre den til HEX-fargen du har valgt."



The screenshot shows the 'Learner – Course Invitation Template' editor in the Learnifier platform. The interface includes a navigation bar with 'Dashboard', 'Projects', 'Users', 'Library', 'Reports', 'Automations', and 'Settings'. A search bar at the top right contains the text 'background-color' with '2/2' results. The main content area is titled 'Learner – Course Invitation Template' and shows the 'Subject' field with the text 'Welcome to \${projectName}'. Below this is the 'Body' editor, which displays the HTML code for the email template. The code includes a table with a white background and a 600px width. The first row of the table contains a logo image. The second row contains the main text of the invitation, including a greeting and a call to action. The 'background-color' attribute is highlighted in yellow in the code. At the bottom of the editor, there are 'Save email' and 'Cancel' buttons, and a chat icon in the bottom right corner.

Relatert innhold

- [Automatisk kommunikasjon](#)