



# PRESENTS



**Customize an eNotice 'From' and 'Reply-to'**

# Customize an eNotice

- ▶ What is customization?
  - Assign unique sender information to the eNotice by:
    - Customize the 'From' email address
    - Customize the 'From' name displayed
    - Customize the 'Reply-to' email address
    - Customize the 'Reply-to' name displayed

# Customize "From" and "Reply to"

Example of customized  
"From "  
And  
"Reply to"

## FROM

From (@ieee.org email) \* ?

SouthernAlberta@ieee.or

Sign up for an ieee.org email  
account

From (name)

IEEE eNotice

Reply to (email) \*

lthomas@ieee.org

Reply to (name)

Southern Alberta Section

Cancel

Save

Submit

Send Express

Next ▾

⬆

# Manage eNotice

eNotice saved

**"Manage"** displays customized **'From'** and **'Reply to'**

Manage eNotices

Manage

Preview

Edit




Duplicate




Delete

Contact Staff

## Customize eNotice

Draft

 From: "IEEE eNotice" <SouthernAlberta@ieee.org>  
 Reply To: "Southern Alberta Section"  
<thomas@ieee.org>  
 Private: No

 Priority: Normal  
 Send By: 09 Jan 2019  
 Reminder By: n/a

# eNotice From / Reply-to examples

- From name - **'Boston PEL Chapter'**
- From email address - **'bostonpel@ieee.org'**



Boston PEL Chapter [bostonpel@ieee.org](mailto:bostonpel@ieee.org) via [mmsend10.com](mailto:mmsend10.com)

to me ▾

If you are having trouble reading this message, [click here](#) for the web version.

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- Reply-to name - **'L Long'**
- Reply-to email address - **'bostonpel@ieee.org'**

from: Boston PEL Chapter <[bostonpel@ieee.org](mailto:bostonpel@ieee.org)> via [mmsend10.com](mailto:mmsend10.com)

reply-to: L Long <[bostonpel@ieee.org](mailto:bostonpel@ieee.org)>

# Thank you!



## End of the tutorial

Thank you for viewing the tutorial. Please remember to visit the vTools site (<http://vtools.ieee.org>) to learn more about our projects.

Thank you!