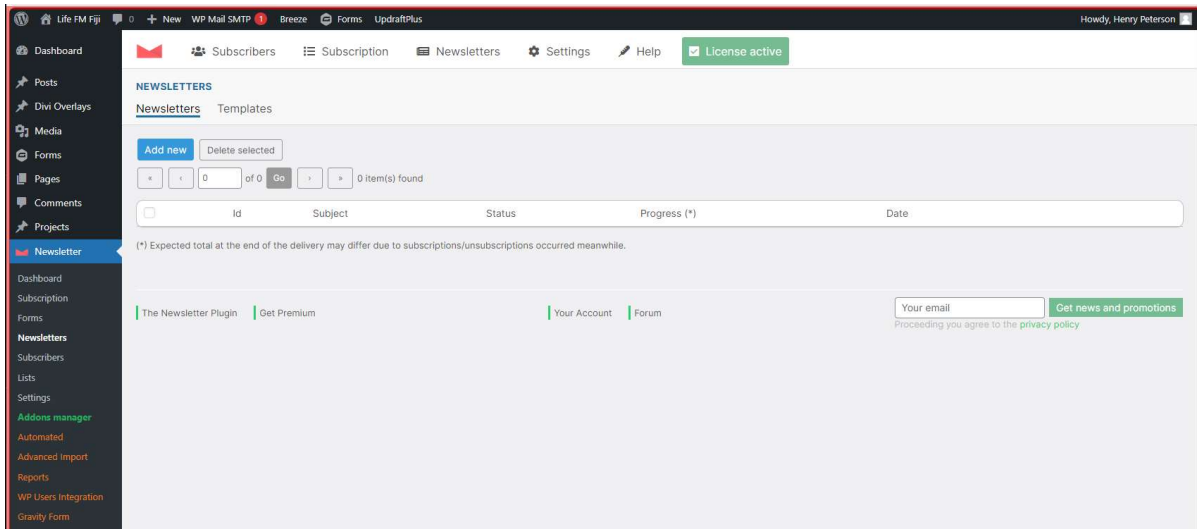
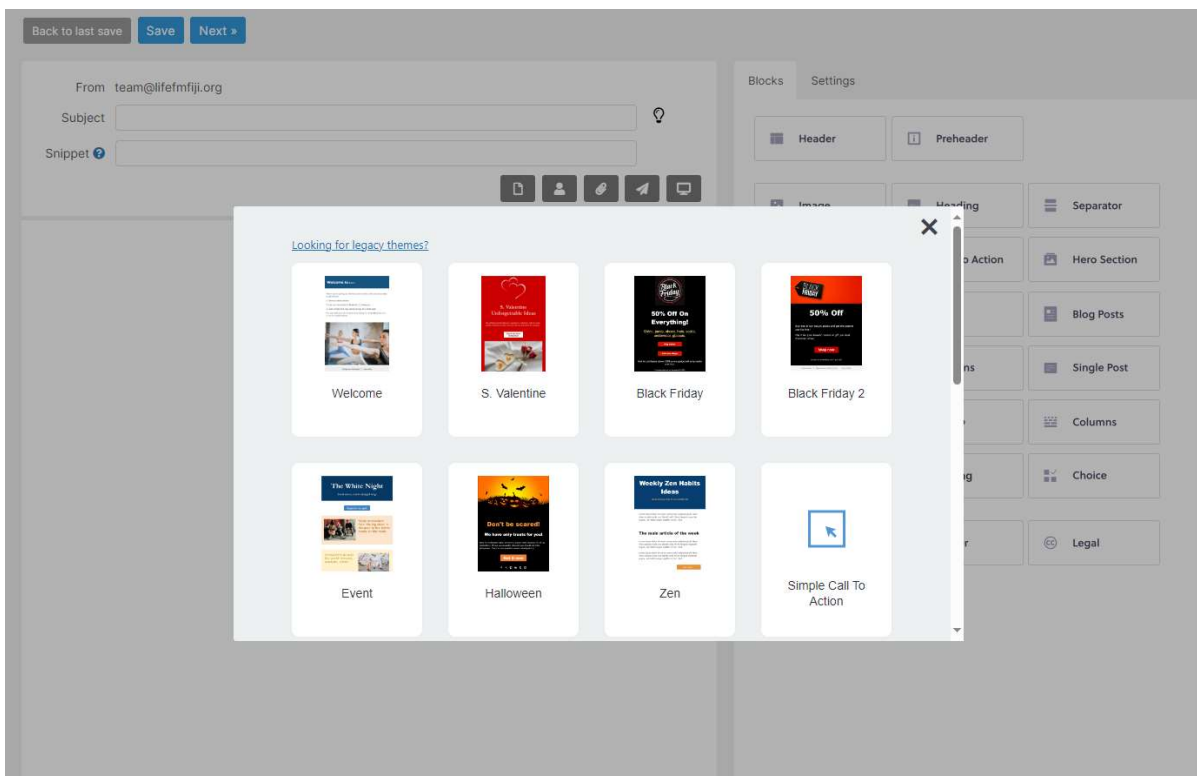


Instructions for Creating an email newsletter to send to a list through the Newsletter plugin.

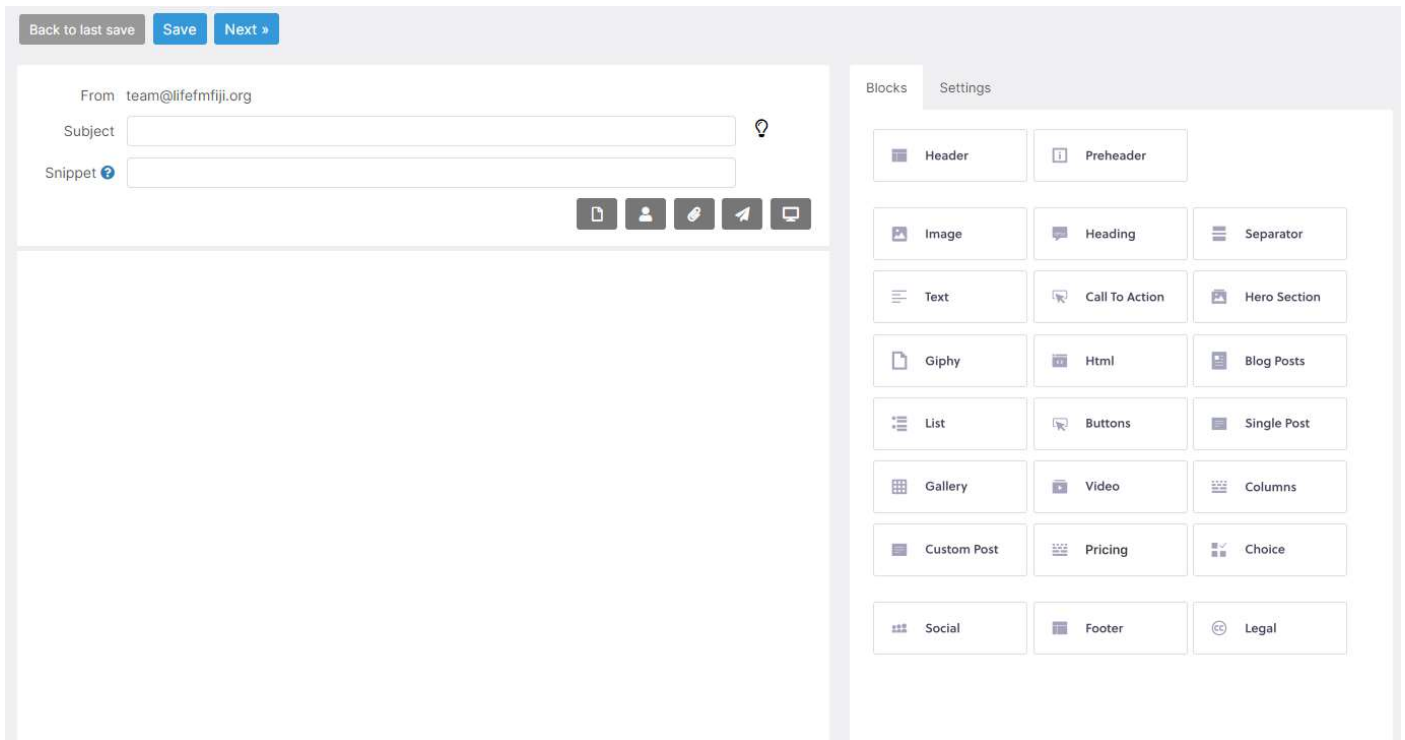
Click on Newsletter > Newsletters then click on **Add new**



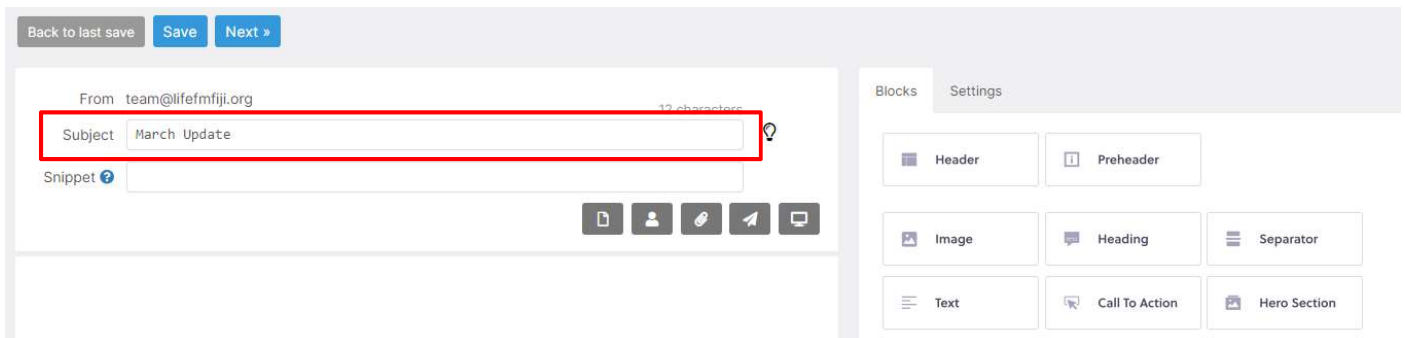
The following window will come up, select one or just close it and start from scratch.



The following window will come up.



Enter your Subject title



Now you can start to build your email from the blocks section on the right, drag them across to the left body section. You can add Image block, or Text block, or Heading block, any block on the right side to be on the left side... etc.

Back to last save Save Next »


From team@lifefmfiji.org 12 characters

Subject March Update

Snippet

Blocks Settings

- Header
- Preheader
- Image
- Heading
- Separator
- Text
- Call To Action
- Hero Section
- Giphy
- Html
- Blog Posts
- List
- Buttons
- Single Post
- Gallery
- Video
- Columns
- Custom Post
- Pricing
- Choice
- Social
- Footer
- Legal



Once you have finished creating your email, save it, then click on **Next**

Back to last save Save **Next »**


From team@lifefmfiji.org

Subject March Update

Snippet

📄 👤 ✎ ↶ 📧

Welcome to the March Update



Hi {name},

Can you believe we are in March already, what a year it has been so far...

What are planning for the next couple of months?

See some of the beautiful people
that are reading The Word for

Select the List that you want to send your email to, click on the All text to select your list

[Edit](#) [Save](#) [Send now](#) [Schedule](#) [Close](#)

Targeting [Google Analytics](#) [Advanced](#)

Leaving all multichoice options unselected is like to select all them

Lists

(1) The Word for Today Daily Email

(2) Supporters

(3) Volunteers

Language [Install a multilanguage plugin. Read more](#)

Gender Women Men Not specified

Status

Only to subscribers linked to WP users

Profile fields

Once you have selected it you can click on the send now or schedule the email to be sent later.