

Introduction

Send emails to various recipients is no problem, but they have one disadvantage: these emails are impersonal and you cannot add personalized information for every recipient. SuperMailer changes that!

SuperMailer creates serial emails like a word processing application, which appears to be a personal email. Just write your email and add some placeholders, SuperMailer replaces these placeholders with personalized information stored for every recipient.

SuperMailer offers

- managing of email addresses in one or more recipients groups, text and attachments in one project
- send text or HTML emails (multipart also possible), easy HTML email creation with built-in HTML WYSIWYG editor.
- send HTML mails with included pictures/files, you can also configure SuperMailer to transfer local files via FTP/HTTP to a web server, so all files can be downloaded from your website.
- send large numbers of attachments (standard version 5, professional version max 1024).
- send personalized attachments.
- import and export recipient data from text files with user-defined field identifiers
- import from your Windows address book (WAB, Outlook Express) or import from SQL databases. (SuperMailer DB Import Module is downloadable on our website)
- import Microsoft Outlook contacts
- import contacts from Exchange public folders
- import addresses from Microsoft Excel
- spell checking and hyperlink validation
- automatically newsletter recipient management (manage subscriptions and unsubscriptions) with the SuperMailer script. Fetch mails with subscriptions/unsubscriptions directly from your POP3/IMAP account and manage your list of recipients. Free script download <http://int.supermailer.de/>
- manual add, change and delete recipients
- save as much data for every recipient as you like

- deletes duplicates from your list of all the recipients
- save addresses in global or local block lists to ignore these addresses
- use filters to select special recipients
- use filters to select failed deliveries to send them again
- Tracking function for counting clicks on links or openings of email.
- send emails via SMTP server, SMTP-interface, Microsoft Outlook, directly to the server of recipient or using webserver/dedicated server. Of course with detailed log function.
- insert (randomized) text blocks (only professional version)
- user defined functions, for creating personalized titles (only professional version)
- send via BCC (only Professional Unlimited BCC Version)
- and many more features...

[Register your SuperMailer version for sending newsletters to more than 100 recipients.](#)

System requirements

- Operating system Windows XP/Vista/7/8/10, Windows Server 2003 and newer (32bit/64bit) for 64bit variant only 64bit OS
- Internet Explorer 6.0 or higher
- 60 MB free disk space, to save project file you need space additionally
- Screen resolution at least 800x600 pixels with 256 colors (recommended 1024x768 with 16 Mio. colors)
- Outbox server (SMTP server), Microsoft Outlook 2003 and newer (32bit, 64bit for 64bit Software version)

Quick start

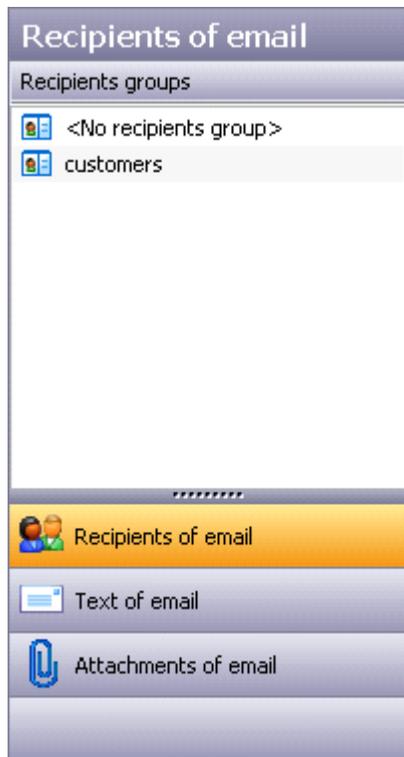
This chapter should help you to create a first project, import recipients, create newsletter text and send the newsletter.

Projects

SuperMailer works with projects. All recipients, email texts, email attachments and other settings are saved in one project file.

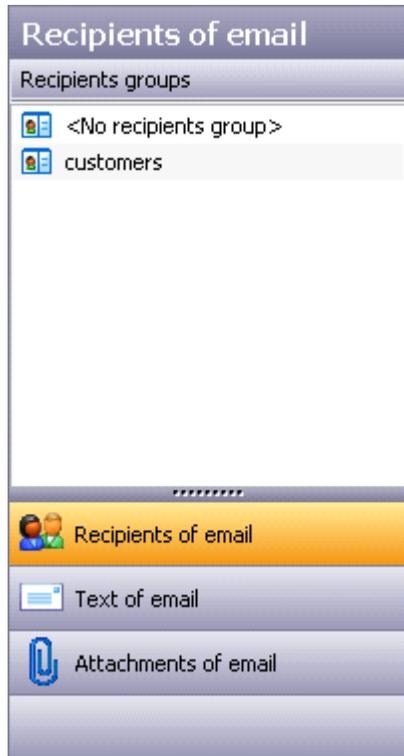
To create a new project click on button  New project .

In order to open an existing project, you must click on  Open project...



Add recipients to the project

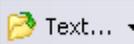
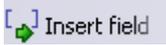
1. Select left in the "Outlook" toolbar "Recipients of email".
2. Choose "Add recipient" to add a recipient to list of recipients. Alternatively you can also click  Import in order to import a larger number of recipients from an external data source e.g. a plaintext file, Excel, Outlook, SQL databases.
3. Click  Select recipients ▾, in order to select all recipients or filter recipients. SuperMailer will only send emails to recipients with a checkmark. Recipients without a checkmark will **never** get an email.



Create an email text

1. Select left in the Outlook toolbar "Text of email".
2. Enter the subject of your email. You can also insert a field that is replaced while sending the emails.



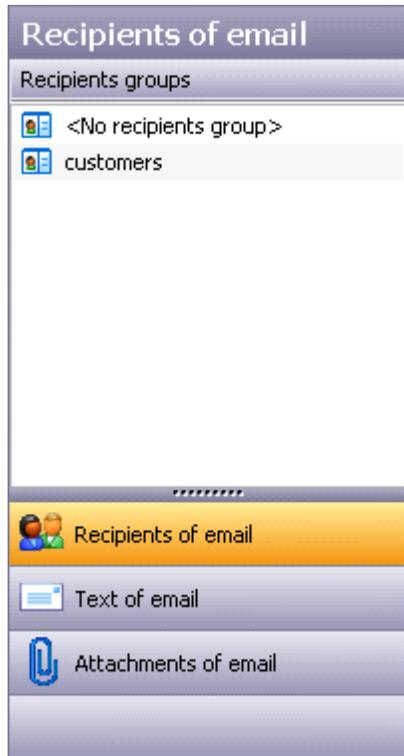
3. Create now your newsletter text directly in SuperMailer or import an external HTML file by clicking on  Text...
4. Use the button  Insert field to insert a field for personalization into text of your email. This field will be replaced with recipient specific data before the email will be send.
5. When you want to send a HTML email please check also the email in plaintext format. Click on "Email as plaintext" at the lower edge of

the input field and enter the plaintext part of email.



See also [Email in HTML format and email in text format](#)

6. Click  Serialmail preview... to see how your email in HTML and text format will look in recipients email client. In serial mail preview any fields (placeholders) are already replaced with recipients specific data.



Attachments

1. Select left in the Outlook toolbar "Attachment of email".
2. Click "Add File" to add an attachment.
3. Click "Personalized Attachment" (only available in Professional versions) to add a personalized attachment. A personalized attachment is a recipients specific attachment e.g. a Word file with name of recipients. Only the recipient will receive the attachment.

Settings for the email sending

1. Click menu Project - "Send settings".
2. Fill out on tab sender data at least senders email address and sender name.
3. Select on tab "Email sending" the desired mode for sending your emails. Often used for email sending is sending over SMTP servers (outbox servers) of email provider or over Microsoft Outlook (not Express!). In case of using variant "Send by SMTP server of the email provider" Outbox server (SMTP server) and SMTP Authentication must be filled out correctly. You can get this data from your email provider.
4. Click "OK" to save the settings.

Send emails

1. Click  in order to send emails.
2. SuperMailer will examine your data and will indicate any errors.
3. If all checked settings are correct and it exist a connection to the Internet then you can click on "Send now" to send the emails.

See also

[Recipients of emails](#)

[Create an email](#)

[Attachments](#)

[Send emails](#)

[Send settings](#)

Recipients groups

SuperMailer supports various recipients groups with managing many recipients at any group. You can use the recipients groups to organize more than one newsletter in one project file. You can also create newsletter subscriptions forms so the recipient can subscribe/unsubscribe to/for more than one newsletters/recipients groups.

Hints

- All recipients groups will have the same field structure of recipients list.
- You can't use differently field structures.
- You should use only a few of recipients groups in one project file. With many recipients groups SuperMailer will work very slow. The better way is to use more than one project file.

Add, rename and remove recipients groups

Right click on the list of recipients groups and select "New recipients group" to create a new recipients group.

To rename a recipients group select the recipients group with left mouse button after than right click on the recipients group an select "Rename recipients group".

To remove a recipients group select the recipients group with left mouse button after than right click on the recipients group an select "Remove recipients group".

Warning: All recipients of recipients group will be deleted!

Move one or more recipients from one recipients group to another

You can move one recipient from one recipients group to another by using Drag'n Drop.

If you want move more than one recipient you must select the recipients or set the check mark to the recipients and select menu Edit - Recipients groups - "Move selected recipients to another recipients group" or "Move all recipients with a check mark to an other recipients group".

See also

[Retrieve Newsletter subscription / unsubscription with SuperMailer](#)

Recipients of emails

Import email recipients

Click at "Recipients of message" on  , to import email addresses from various sources.

[Import from text file](#)

[Import from windows address book \(WAB\)](#)

[Import from Vista contacts \(Windows Mail\)](#)

[Import from Microsoft Outlook](#)

[Import from Microsoft Exchange](#)

[Import from Microsoft Excel](#)

[Import from OpenOffice.org Calc](#)

[Import from database](#)

[Import from Internet](#)

[Import from FollowUpMailer](#)

[Import from SMSout](#)

[Import from SuperMailingList](#)

[Import bounced emails](#)

[Import from Act!](#)

[Import from Google Contacts](#)

[Text direct](#)

Import recipient data from an text block copied into a text field.

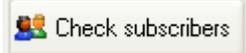
Streaming

This option is used for a large number of recipients, so SuperMailer don't import this data, instead it reads all email addresses as stream during mail delivery.

This text file must only contain email addresses separated via CR/LF.

Newsletter registration on your own web page

We offer a special script, which is used to automatically manage your list of all recipients via subscribe or unsubscribe mails. Click on



, to fetch these registration mails directly from your POP3/IMAP account.

for more information

[Newsletter subscribe and unsubscribe via script](#)

[SuperMailingList](#)

Add/Edit/Delete fields



Click on "fields" to add, change or delete any field.

hint:

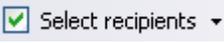
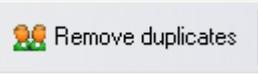
If you delete the field with email addresses you have to tell SuperMailer which field now contains the email address, so click on menu Projects - field containing email.

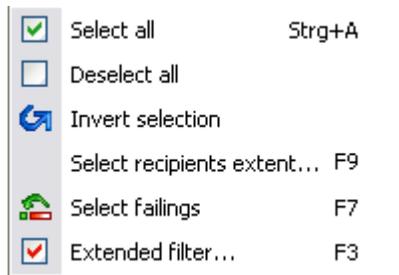
Adding recipients by hand



Use button "Add recipient", " Exit recipient" and "Remove recipient" to add, change or delete recipients.

Filter email addresses

Click on Button  to filter your list of all the recipients of your email. , to delete duplicates.



Remove duplicates	This option deletes all duplicate email addresses in your recipient list, SuperMailer keeps the first one and deletes the second appearance of this email address.
select all	All recipients will be selected, same as CTRL+A.
select none	nothing selected
Invert selection	This will invert your current selection.
recipient in range..	Select all recipients within range 1..n.
Failed	With this function you can select all recipients which failed their delivery in the last two attempts. SuperMailer only saves the results of the last two attempts. The oldest entry will be overwritten after sending emails.

Extended filter	You can filter with an special search string. For example all recipients which contain smith in field name.

Search & Replace

Try this function to search some recipients and replace their data.

Sorting recipient list

Left click on one field in the header of the recipient list to sort the list ascending or descending. SuperMailer will sort it as strings (ANSI charset).

Sort by contents of columns

Contains the column only numbers (integers or floating point) then hold down the Shift key and left click on the column header to sort it ascending / descending by numbers.

Contains the column a date value (Format must be identical with Windows date format) then hold down the Ctrl key and left click on the column header to sort it ascending / descending by date.

Contains the column a time value (Format must be identical with Windows time format) then hold down the Alt key and left click on the column header to sort it ascending / descending by time.

Do you want to sort by checkmark in first column then hold down Ctrl And Shift key and left click on the column header to sort it ascending / descending by checkmark.

Do you want to sort by hardbounce state in first column then hold down the Ctrl, Shift and Alt key and left click on the column header to sort it ascending / descending by hardbounce state.

Create an email

Change to "Text of message" to change the text of your email.

Editing email contents in WYSIWYG HTML editor

Similar like a word processor you create contents of email, texts can be formatted, tables used or images can be inserted. In WYSIWYG editor you can create your own HTML design in accordance of HTML standards.

Please note that you often need the context menu to change HTML specific properties.

Editing email contents with wizard (inplace editor)

For using wizard you must load an email template with [special HTML tags](#), so the content of HTML file will be editable. In wizard you can click on items or icons to change content. With wizard you can't change HTML layout itself or modify HTML source code directly.

Editing email contents with plain HTML Editor

This editor is for HTML professionals only.



Mode	While creating plain text emails you can't change editing mode. Select editing mode "WYSIWYG-Editor" to edit HTML email in WYSIWYG editor directly. With variant "Wizard" you can activate the wizard, you must load than a HTML template with specific HTML tags .
save/load text	This saves or loads your email text as text file or html file, this depends on the current email type.

email templates	<p>With this button you can load email templates and change the style of your HTML mail. If you use this option for the first time SuperMailer tries to read your Outlook Express templates in following directory c:\program files\common files\Microsoft Shared\Stationery. At the same time your SuperMailer directory will be searched.</p> <p>hints for email templates</p>
Download and show tracking statistics	Opens dialog for showing tracking statistics.
Google Analytics	You can specify texts so Google analytics scripts on your own website will recognize clicks on hyperlinks in newsletter pointed to your own website.
Query functions	Opens a dialog to create queries.
serialmail preview	Click on this button and SuperMailer shows a preview of your email.
SWM Upload	This function is for german speaking users only. Content of editor can be uploaded to PHP Newsletter Software SuperWebMailer .



Insert field	This inserts a placeholder in your email text. The placeholder will be replaced with data specified in your list of recipients during the delivery. You can choose default field identifiers, text blocks, queries or default fields such as the current date.
Spell checking	This helps you to check your spelling. This function is only available if you have Word 2000 or 2002 installed on your pc.
Link checker	This function validates all hyperlinks in your mail.

	<p>more info Link checker</p>
Table	Adds a table to your mail.
Link	This will add a hyperlink to your email.
Image	<p>There you can add an image to your email, this picture can be stored local or on a web server.</p> <p>Hint: All files stored on your hard disk and linked to an email will be sent with your email. SuperMailer embeds this files into your email. If you don't want to transfer your files, so you have to upload these files before sending your mails. file upload function</p>
Facebook Like Link	You can add a Facebook Like link with a specified URL.
Social network buttons	Inserts icons to social networks. You must setup newsletter archive to use this function.
QR Code	<p>You can insert a QR code with a text.</p> <p>QR Code uses Google Code, correct QR Code image will be shown in sent emails or in serialmail preview. In SuperMailer itself ever a placeholder image with URL to http://www.supermailer.de will be shown.</p>

subject

Subject: [X] Subject field ▼

Specify subject of your email. This is a required field and must be filled in. You can also place a placeholder in subject line. Right click on the subject field to delete old subject lines from history list.

Email text

Write your email text in this field, using the context menu or the button "insert field" you can insert placeholders which will be replaced with correct data, while the email is sent. Also use the context menu to change HTML elements, hyperlinks or tables.

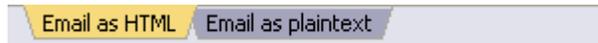


With this toolbar (only HTML emails) you can change all font properties, add lists enumerations or lines.

line breaks in HTML emails

To create an paragraph simply press <RETURN>, to create a line break hold <shift> and press <RETURN>.

HTML email and text email



Every mail will be send as multipart mail, except you have deactivated this setting under menu Project Send settings "Create multipart emails". Multipart means every mail contains the following parts:

Header

Text part

HTML part

embedded pictures of the HTML-part

Attachments

This structure ensures that every recipient can read the content of your email. If an email application doesn't support HTML it will show the text part.

It is recommended that you first create the HTML part and then switch to "Email as plaintext" to create the text part. If you leave the text part clear, SuperMailer tries to convert your html mail to text for filling this gap. Your can generate the text part out of your HTML part by

clicking on  Recreate plaintext from HTML .

Background image, color, Stylesheets

Choose under menu item email - Page / Body properties the desired options.

Change the HTML source

Right click in the email text and choose "Source" from the context menu. Now you can change the HTML source manually. Please note:

- don't change anything within the <header> tag
- Mind the HTML rules and write correct code, if you use incorrect tags, your mail may not be shown properly or recognized as spam.

External files, for example pictures or videos

- files is stored on a web server: http:// necessary, example `http://int.supermailer.de/picture.gif`
- file is stored on local hard disk: `file:///<directory unix-format>/filename`, example `file:///C:/Program files/SuperMailer/supermailer.gif`.
- All filename strings have to be enclosed in quotation marks ("`<filename>`"), especially if they contain blanks.
- You can only use GIF, JPG, PNG as picture file format, these are supported everywhere. **Don't use bitmap file or other formats!**

Email attachments

To manage all attachments of an email, click on attachments.



Add file	shows a file dialog, select the file you want to attach to this email. <u>limits:</u> Attachments are limited to 5 files with SuperMailer Standard and maximal 1024 files with SuperMailer professional.
Personalized attachments	This type of attachment is only activated in SuperMailer professional. Every recipient in your list of all the recipients has personalized information, there you can save a specific filename, for example a special offer. For more Information, please read section Personalized email attachments .
Remove file	Removes the selected file from this list of attachments. This file will not be deleted from your hard disk.
File properties	Shows all properties of this file.

Tips for personalized attachments

Personalized attachments can be used to send every recipient a different attachment. SuperMailer can create a filename with information stored in the recipient list for every recipient. It can also replace placeholders in Microsoft Word, Excel or OpenOffice/LibreOffice Writer/Calc files.

Sending emails with personalized attachments takes more time because every email has to be encoded separately. Normal attachments should be preferred, so don't use personalized attachments as substitution for normal attachments.

Properties of personalized attachments

Unique name	Use an unique name for every personalized attachment. This name should not be used in the list of all the recipients, for text blocks or functions.
Folder with files to send	Select the directory which contains files which should be send. You have to fill in this information.
Filename	Please define a rule by which SuperMailer creates the filename of this attachment. You can only use placeholders from your list of recipients, queries or text blocks are not allowed . You can also define folder names: "Folder with files to send" is defined as parent directory or drive. for example [name].doc => filename will be created by string in field name and extension .doc [name]\[firstname].doc => The string in field name defines the directory and the filename will be created by string in field firstname and the extension .doc
Optionally: Output filename (with file extension)	You can define optionally a output filename with file extension which recipient will see in his email client.
Open file in Microsoft Word or Excel and replace placeholders in whole document	Activate this setting only for MS Word files (.doc, .docx) or MS Excel files (.xls, .xlsx) to replace placeholders in selected file. SuperMailer opens this file and search for a placeholder, after then this placeholder will be replaced with the contents of this placeholder. Hint: <ul style="list-style-type: none">File should be not a Word serial letter, it must be a simple Word document in which you write placeholder names from recipients list, e.g. field Firstname in recipients list must be written as [Firstname] in Word document.
Open file in OpenOffice/LibreOffice Writer or Calc and replace placeholders	Activate this setting only for OpenOffice/LibreOffice Writer files or Calc files (.xls, .xlsx) to replace placeholders in selected file. SuperMailer opens this file and search for a placeholder, after then this

in whole document	<p>placeholder will be replaced with the contents of this placeholder.</p> <p>Hint:</p> <ul style="list-style-type: none"> ▪ File should be not a Writer serial letter, it must be a simple Writer document in which you write placeholder names from recipients list, e.g. field Firstname in recipients list must be written as [Firstname] in Word document.
Create PDF files	<p>Activate "Create PDF file and send as PDF file" to lets SuperMailer create and send the attachment as PDF file.</p> <p>Hints for creating PDF Files</p> <ul style="list-style-type: none"> ▪ For Microsoft Office files you should always use printer "Microsoft XPS Document Writer", this is the simplest way for PDF file creation. ▪ OpenOffice/LibreOffice files should be converted by PDF Export of OpenOffice/LibreOffice, you don't need any other software <p>PDF file creation with RedMon/Ghostscript</p> <p>Don't use this option anymore, there can be many problems while installing drivers and with file access rights.</p> <ul style="list-style-type: none"> ▪ You must install Ghostscript and RedMon for creating PDF files. You can find the install instructions in the internet. ▪ You can only create PDF files from documents if the application supports the "Print To" shell command, e.g. Word and Excel supports this command. ▪ SuperMailer creates first all PDF files in a temporary directory after then it sends the files. Please make sure there is enough free space in the temporary directory available. <p>Settings for creating PDF files</p>

Example 1

following the list of the recipients:

id	name	email
1	Miller	miller@miller.com
2	Smith	smith@smith.com

▪

New personalized attachment

Description:
Offer

Folder with files to send:
c:\TestDB

Filename (with file extension):
[id]_[Name].docx

Optionally: Output filename (with file extension):

Replacements

Open file in Microsoft Word or Excel and replace placeholders in whole document

Open file in OpenOffice/LibreOffice Writer or Calc and replace placeholders in whole document

Creating PDF files

Create PDF file and send as PDF file.

Settings for creating PDF files...

OK Cancel Help

- Define new personalized attachment with unique name "offer".
- specified directory C:\TestDB
- The filename will be created by field id, underline, field name and extension .docx.
- no replacements in Word, Excel, Writer or Calc

During sending, SuperMailer will create following attachments

recipient	filename
1	C:\TestDB\1_Miller.docx
2	C:\TestDB\2_Smith.docx

Example 2

following list of the recipients:

id	name	email
1	Miller	miller@miller.com
2	Smith	smith@smith.com

▪

New personalized attachment

Description:
Offer

Folder with files to sent:
c:\TestDB

Filename (with file extension):
template.docx

Optionally: Output filename (with file extension):
offer.docx

Replacements

Open file in Microsoft Word or Excel and replace placeholders in whole document

Open file in OpenOffice/LibreOffice Writer or Calc and replace placeholders in whole document

Creating PDF files

Create PDF file and send as PDF file.

Settings for creating PDF files...

OK Cancel Help

- Define new personalized attachment with unique name "offer".
- specified directory C:\TestDB
- File template.docx was created in MS Word and contains placeholder [Name], this file is stored in <c:\TestDB>.

- As optionally output filename offer.docx will be used.
- This file have to be opened in MS Word before sending to replace this placeholder.

During sending, SuperMailer will create following attachments

recipient	filename
1	offer.docx ([name] in document was replaced with Miller)
2	offer.docx ([name] in document was replaced with Smith)

Defining target groups for individual newsletters

With target groups you can mark parts of newsletter for specific target groups which should see this part, e.g. you can send women other offers as men. Target groups can only be used in HTML emails or multipart emails. In multipart emails you should activate creating plain text from HTML part automatically.

This function is only available in Professional versions not in Standard version.

Sending time of newsletters

Target groups will increase time of email preparing for each recipient when you use many target groups. Using embedded images with target groups attributes will increase email sending time enormously. Images linked with `http://` or `https://` will not impact email sending time.

HTML editing mode and target groups

In editing mode WYSIWYG editor right click on tables, table rows, images, hyperlinks or paragraphs, change properties of element and select target groups. In source code editor (right click in WYSIWYG editor) you specify attribute `target_groups="targetgroup1 targetgroup2..."` for other HTML tags. More than one target groups must be delimited by a space character.

In editing mode plain HTML editor you can specify attribute `target_groups="targetgroup1 targetgroup2..."` on HTML tags directly. More than one target groups must be delimited by a space character.

In editing mode wizard you must specify all target groups in template file with attribute `target_groups="targetgroup1 targetgroup2..."` on HTML tags directly.

Creating target groups and conditions

Select menu Project and select target groups to define one or more target groups.

Designation of target group may only contain characters A-Z (a-z) and numbers 0-9, other characters and spaces are not allowed.

Definition of conditions are equivalent to [Query functions](#) or [text blocks](#) but without outputting a text, instead of the assigned HTML element

with its content will be leaved or removed.

Importing/exporting target groups

With this function you export target groups as file and import it in an other project.

Comparisons in conditions

- On all comparisons writing of text will be ignored.
- While comparing numbers you should ever use operators with "num" extension.
- You can combine conditions with logical AND/OR, all conditions will be compared from left to right.
- Do you want compare with empty strings than you must leave field Comparison string blank.

Using wildcards

The wildcard symbol * can be used in the comparison text, but only for the comparison "equals" (=) and "not equals" (<>). You can use this symbol only at the beginning or the end of the comparison text.

Examples:

Compare name = M* , this is full filled if the name of the field name begins with M

Compare name = *m , this is full filled if the name of the field name ends with m

*Not permitted is name = M*M!*

Simple example

Women should get a special offer for handbags and men a special offer for drills.

Sample recipients list

FirstName	E-Mail	Gender	
<input checked="" type="checkbox"/> <input type="checkbox"/> John	john@email.com	m	
<input checked="" type="checkbox"/> <input type="checkbox"/> Marie	marie@email.com	f	

Defining target groups

1. Select menu Project - Target groups
2. Add a target group Men, there will be compared if **Gender** is **m**.

Edit target group

Name of target group, without special characters:
Men

Recipient is included in target group, if the following condition is met:

	Field	Comp. operator	Comparison string
	Gender	=	m
logic operation	Field	Comp. operator	Comparison string
--	FirstName		
logic operation	Field	Comp. operator	Comparison string
--	FirstName		

OK Cancel Help

3. Add a target group Women, there will be compared if **Gender** is **f**.

Name of target group, without special characters:
Women

Recipient is included in target group, if the following condition is met:

	Field	Comp. operator	Comparison string
	Gender	=	f
logic operation	Field	Comp. operator	Comparison string
--	FirstName		
logic operation	Field	Comp. operator	Comparison string
--	FirstName		

OK Cancel Help

4. In WYSIWYG editor insert a table with 2 rows and one column.

5. In row one you write a text for women, in row 2 for men.

Sample in WYSIWYG editor

Newsletter

Hi [FirstName],

Our special offer for women only! A really great handbag for only \$39,95 instead of \$139,95.

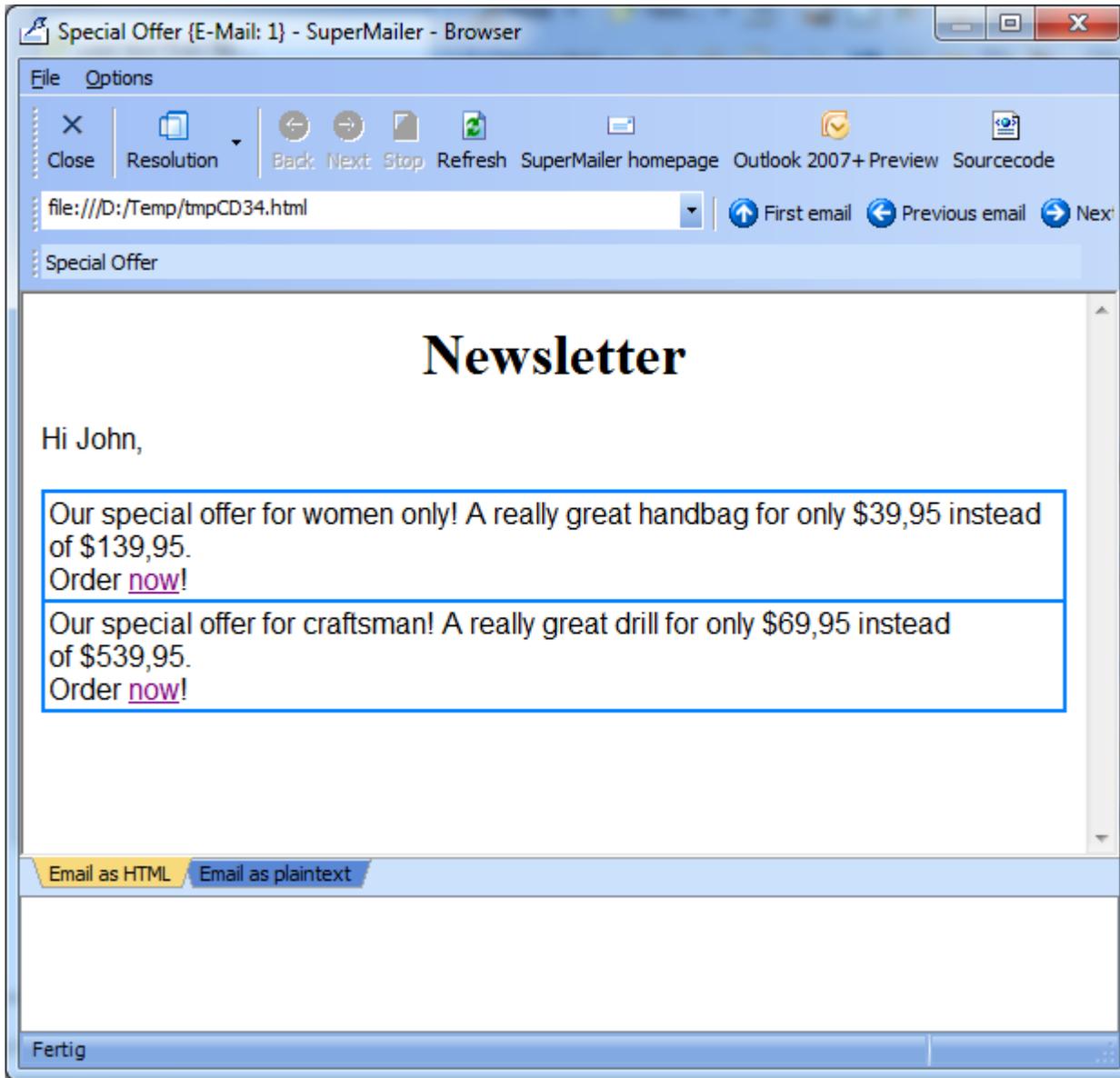
Order [now!](#)

Our special offer for craftsman! A really great drill for only \$69,95 instead of \$539,95.

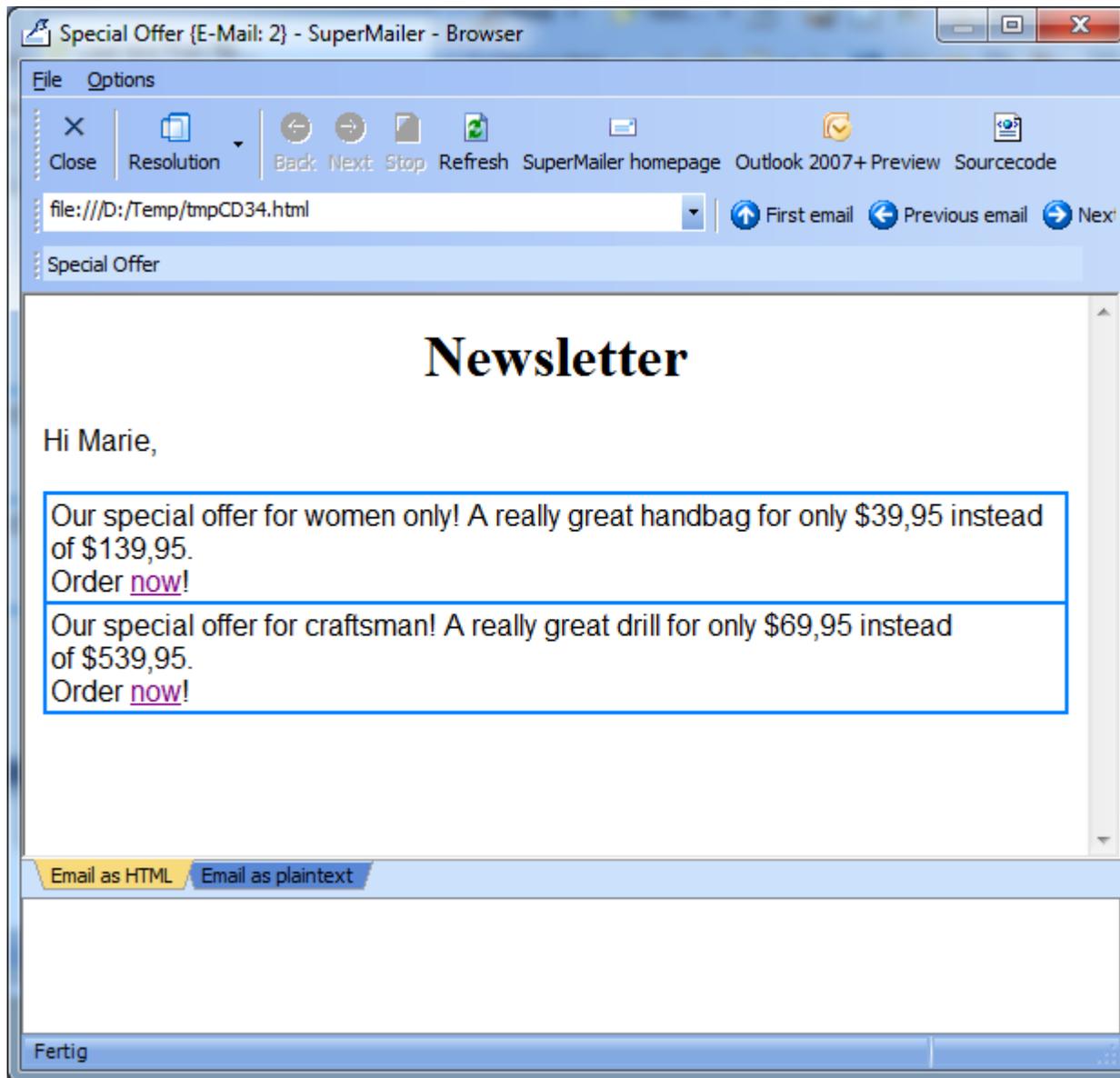
Order [now!](#)

6. Click on "Serial mail preview" to view the email for each recipient. You will see the content for each email. Email is apart from first name for each recipient identically.

Email for John

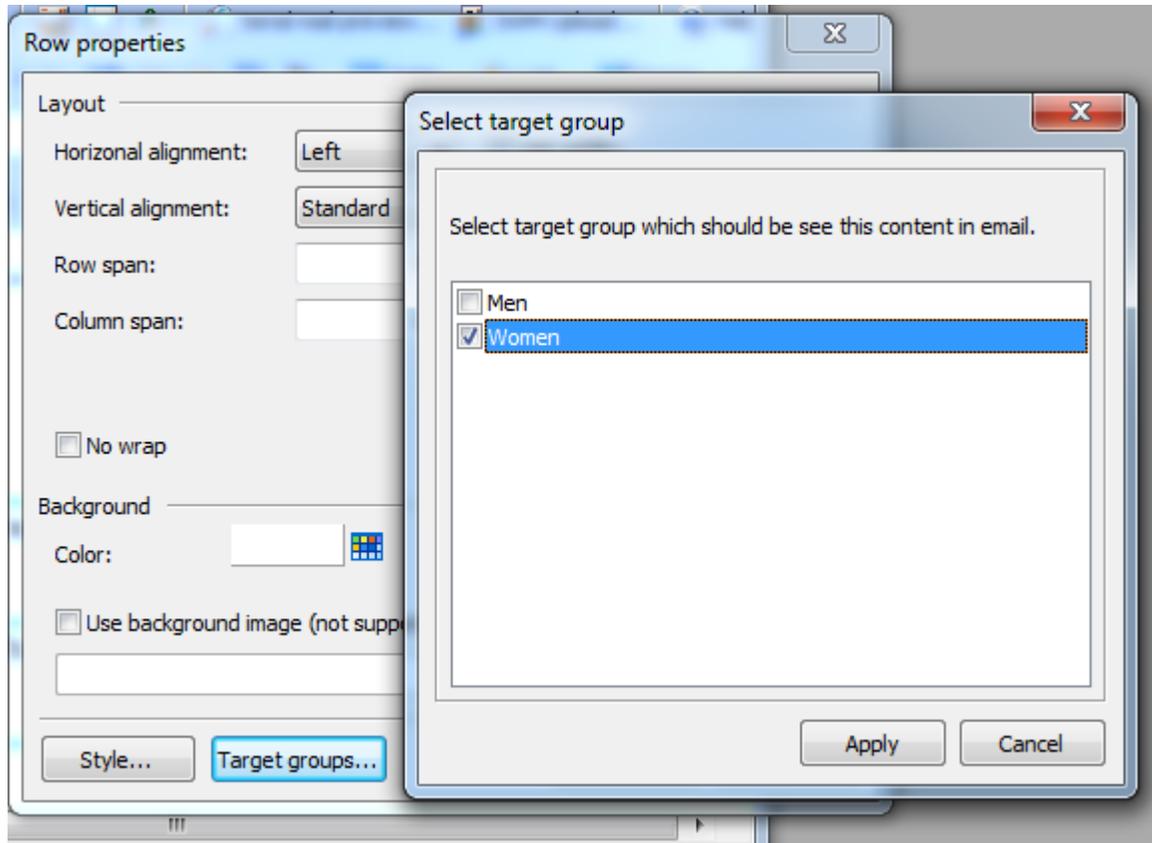


Email for Marie

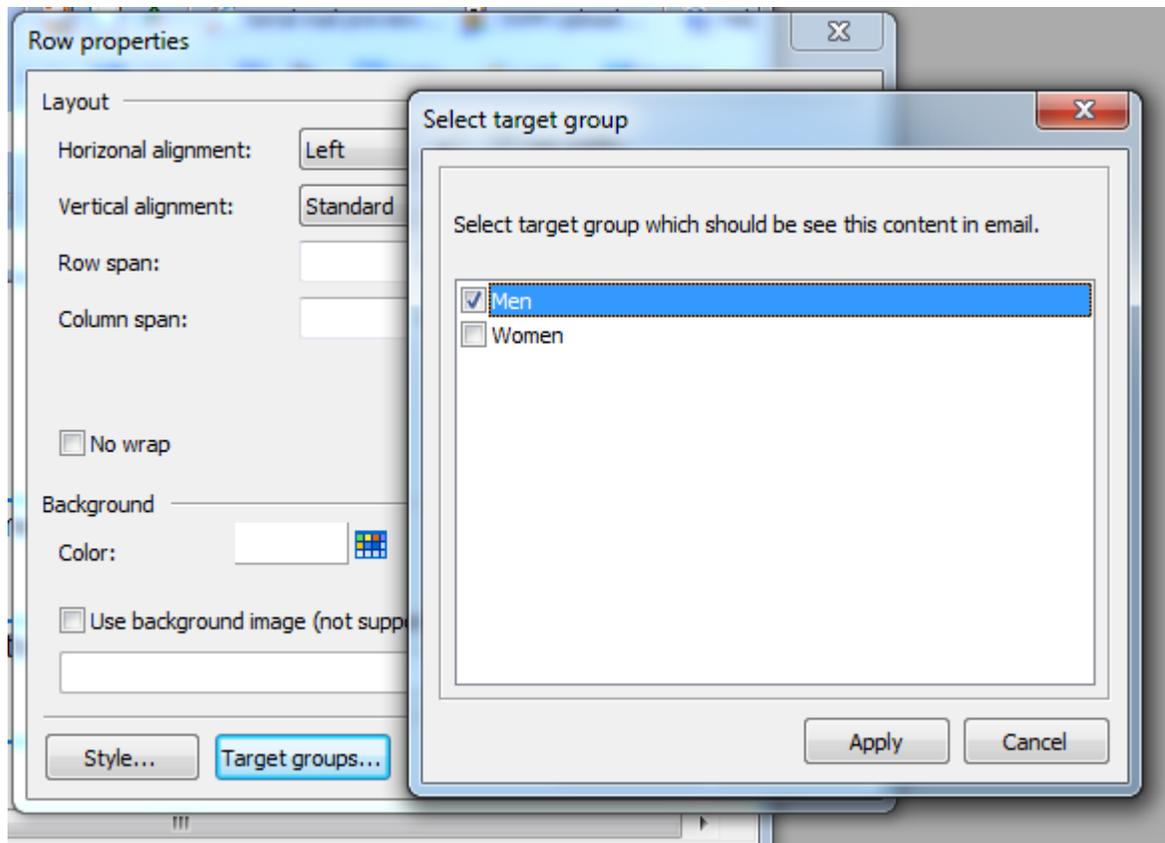


7. Close Serial mail preview

8. Right click with mice in **first row** of table and select Table - Row properties. Now click on "Target groups", set checkmark at target group "Women" and apply this setting. Close Row properties by clicking on "OK".

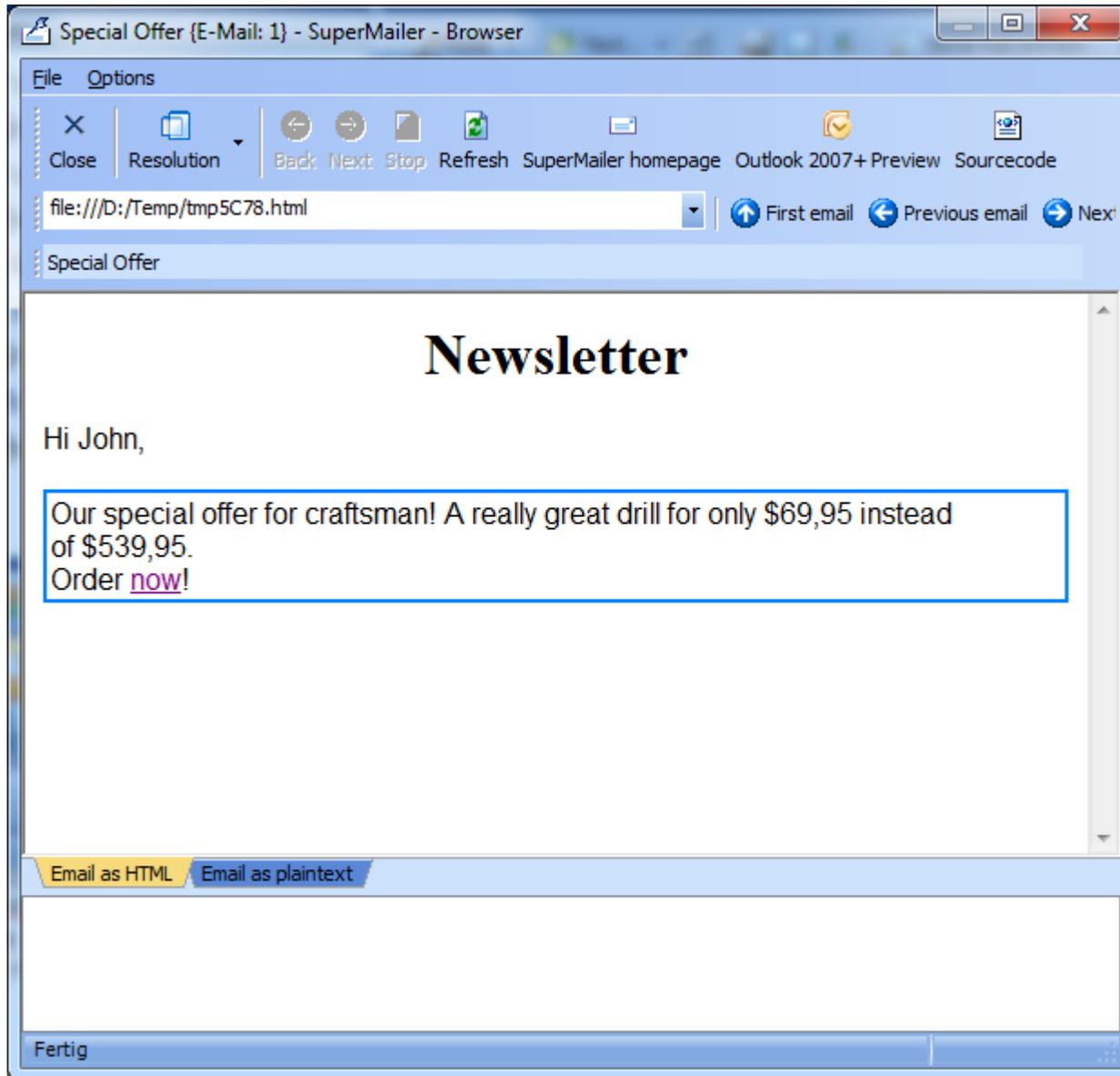


9. Just do the same for men in **second table row**, select there target group "Men".

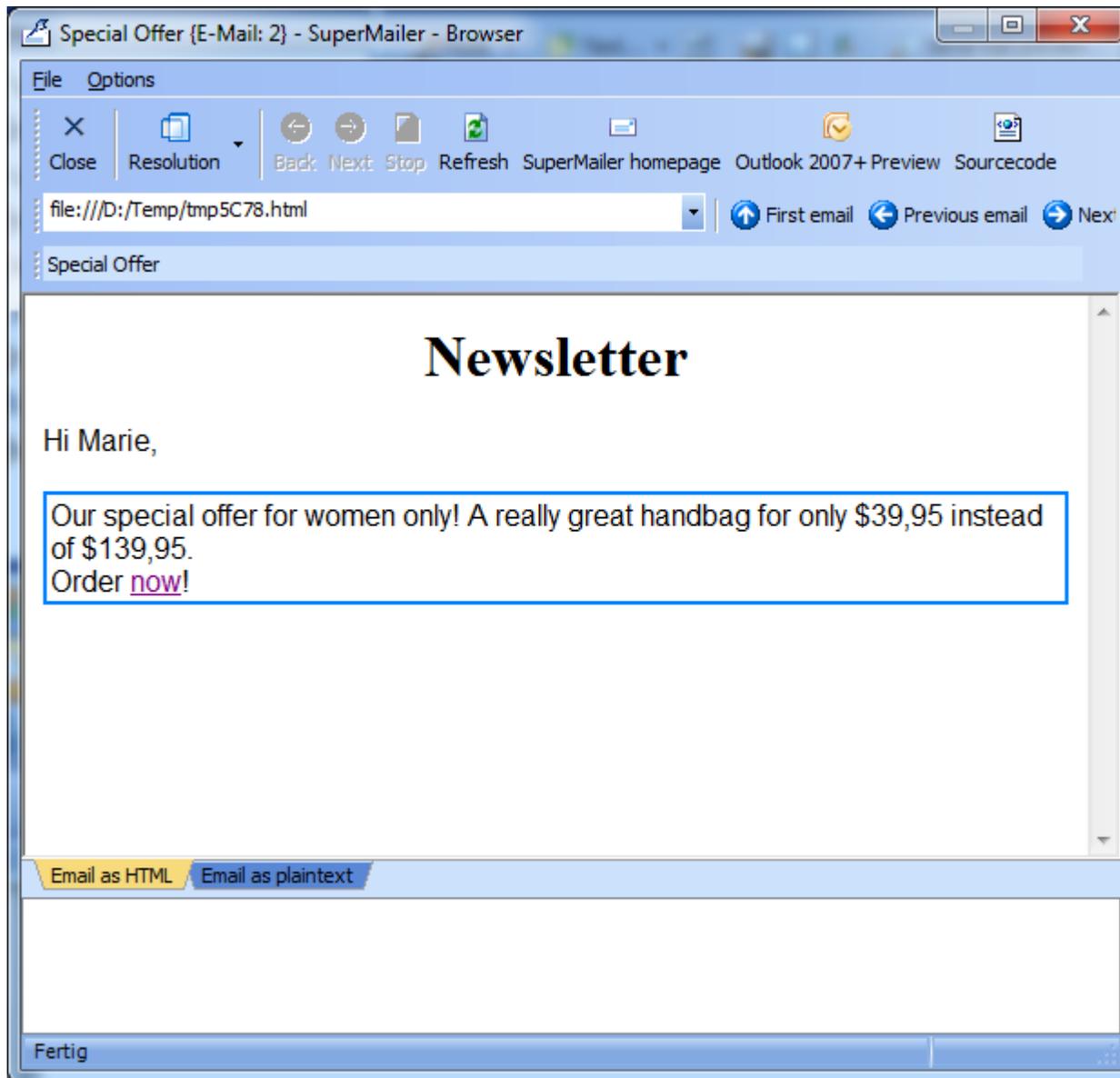


10. After all target groups are defined click now on "Serial mail preview" to see the content of email for each recipient again. When there are all target groups defined for each table row you will see content of email modified for each target group:

Email for John



Email for Marie



All male recipients will now get an offer for a drill and female recipients an offer for a handbag.

Hints for Professionals

- All HTML tags with attribute `target_groups="targetgroup1 targetgroup2..."` which are block elements must be closed correctly and in correct order.
- While setting attribute `target_groups="targetgroup1 targetgroup2..."` you should observe that resulting HTML coding must be valid and presentation is correct, e.g. never remove table cells, you should remove a table row (set attribute at `tr-Tag`)!
- When there are unknown HTML tags with attribute `target_groups="targetgroup1 targetgroup2..."` than this tags will be leaved in source code but attribute will be removed.

Text blocks

Choose in menu Edit - Text blocks. This option is only available in the Professional versions.

There can be an unlimited number of text defined as a text blocks. All text blocks are valid for any project because they will be stored in the registry of windows system. The text block function can only be used for fixed texts e.g. for the unsubscribe string from newsletter.

Adding new text block

1. Click on "Add", to create a text block.
2. Give your new text block an unique name that is be used as a placeholder.
3. You can define a condition for inserting content of text block. Is condition while sending emails not true than content will not be inserted and placeholder for text block will be removed.
4. Now specify the content of the text block. For plaintext mails there can be only text.
5. Click on "OK", to store the text block.

Change a text block

1. Select the text block that you want to change and click on "Edit".
2. The next steps are the same as adding a text block.

Remove a text block

1. Select the text block that you want to remove and click on "Delete"

See also

[Dynamic text blocks](#)

Dynamic text blocks

Choose in menu Edit - Dynamic text blocks. This option is only available in the Professional versions.

You can create dynamic text blocks to use contents of SQL tables in your email text directly. You must have SQL knowledge to create text blocks.

You can create an unlimited number of text blocks. All text blocks are valid for any project because they will be stored in the registry of windows system.

Adding new text block

1. Click on "Add", to create a text block.
2. Give your new text block an unique name that is be used as a placeholder.
3. Create the connection with the SQL database.
See also: [Import from database](#)
4. Create your SQL query and test it.
The SQL query must return an unique result that SuperMailer can be use in the email text.
5. Click on "OK", to store the text block.

Change a text block

1. Select the text block that you want to change and click on "Edit".
2. The next steps are the same as adding a text block.

Remove a text block

1. Select the text block that you want to remove and click on "Remove"

See also

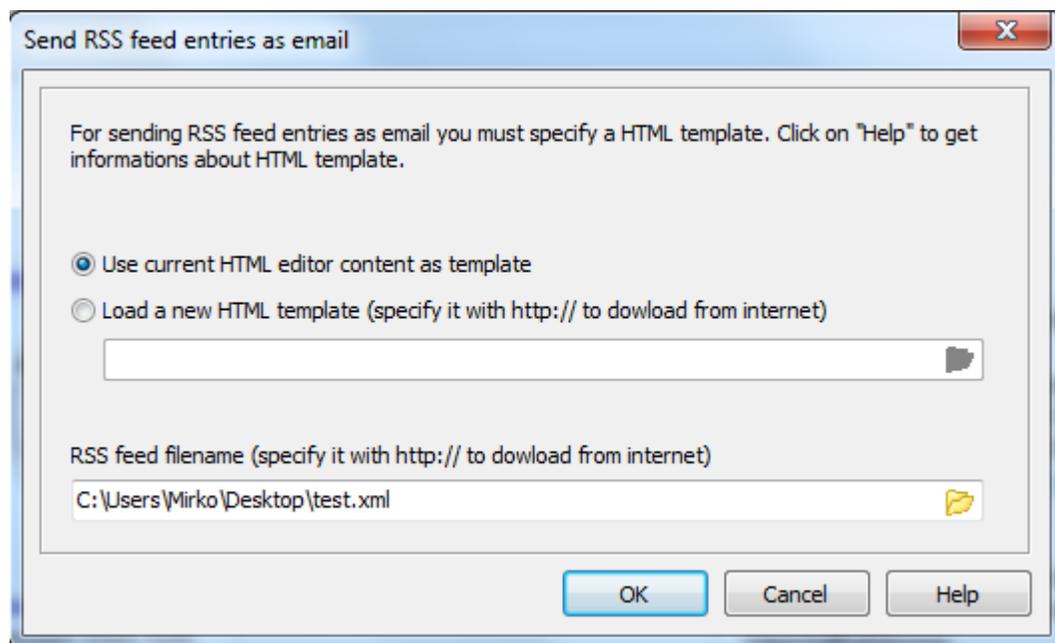
[Text blocks](#)

[Import from database](#)

RSS2EMail - Send RSS feed entries as email

This function allows to send RSS feed entries via email. For example any blog entries as RSS feed can be imported from SuperMailer, inserted in a predefined HTML template and then sent as an email. The emails themselves can of course also be sent as personalized emails.

Options for creating emails from RSS feed entries



Use current HTML editor content as template	Select this variant to use current newsletter text in SuperMailer HTML editor as template. Site template
Load a new HTML template (specify it with http:// to download from internet)	Select a HTML file from you local hard disc or specify a HTML file with http:// to let SuperMailer download it from Internet. Site template
RSS feed filename (specify it with	Select a RSS feed/XML file from local hard disc or specify a XML file with http:// to let

http:// to download from internet)	SuperMailer download it from Internet. Hint: RSS file must contain valid XML code. SuperMailer can't import files with invalid XML code or unknown encodings.
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Site template

In order to place RSS feed entries in email text you must use a HTML template with special placeholders. The names of placeholders are orientated on tags in RSS feed/XML file. In SuperMailer program folder you can find a sample file with name rss2email_template.htm. More information on RSS feeds, see e.g. at <http://de.wikipedia.org/wiki/RSS> .

Placeholder	Description
[rss_channel_title]	Title of RSS feed
[rss_channel_link]	Link to website
[rss_channel_description]	Description of RSS feed
[rss_channel_copyright]	Copyright
[rss_channel_pubDate]	Date/time of publication of RSS feed
[rss_channel_lastBuildDate]	Date/time of last build of RSS feed
[rss_channel_language]	Languagel
[rss_channel_category]	Category
[rss_channel ttl]	ttl = time to live
[rss_channel_managingEditor]	Email address of author
[rss_channel_webMaster]	Email address of webmaster
[rss_channel_generator]	RSS feed generator
[rss_channel_image_url]	URL to an image
[rss_channel_image_link]	Link to an image
[rss_channel_image_title]	Title of image
[rss_channel_image_description]	Description of image

[rss_channel_items] ... [/rss_channel_items]	The opening and closing statement [rss_channel_items] ... [/rss_channel_items] must be used as enclosing statements for following placeholders. Without this statement no RSS feed entries are be showed.
[rss_channel_item_title]	Title of RSS feed entry
[rss_channel_item_link]	Link of RSS feed entry
[rss_channel_item_description]	Description/text of RSS feed entry
[rss_channel_item_content_encoded]	Only when specified in RSS feed: Additional content for RSS feed entry
[rss_channel_item_author_name]	Name of author
[rss_channel_item_author_email]	email address of author
[rss_channel_item_author_url]	URL of author
[rss_channel_item_categories]	Categories
[rss_channel_item_comments]	Comments
[rss_channel_item_guid]	Unique ID of entry
[rss_channel_item_pubDate]	Date/time of publication of RSS feed entry
[rss_channel_item_enclosure_included] ... [/rss_channel_item_enclosure_included]	With the opening and closing statements [rss_channel_item_enclosure_included] and [/rss_channel_item_enclosure_included] you can build a block for an enclosure. When there are no enclosure SuperMailer will remove the block completely. Follow 3 placeholders must be located within the block.
[rss_channel_item_enclosure_url]	URI of enclosure
[rss_channel_item_enclosure_length]	Size of enclosure in byte
[rss_channel_item_enclosure_type]	Content type of enclosure e.g. image/png

Hints to create own email templates

SuperMailer supports email templates, those can be added with a click on button "email templates"

You can create your own email templates. These templates including pictures and style sheets have to be saved to the following directories: c:\program files\common files\Microsoft Shared\Stationery or the SuperMailer program directory. A html template is a simple html file, which can also contain placeholders (see example file: SuperMailer example.htm within the SuperMailer directory).

If you want this template exchangeable, then this file must only contain a header. To allow changing an email template without destroying any content, you must add `` before the closing `<body>`-tag into your html file. This tag is used by SuperMailer to append a new template. This tag is also used by Outlook Express so you can use OE templates also in SuperMailer.

Using query functions

Select menu Project - Query functions. This option is only available in the professional version.

You can specify any amount of query functions. All determined functions are for the current project.

Add new function

1. Click "Add".
2. Define a unique name for your function, this name will be used as place holder.
3. Add now the required conditions. You can add unlimited conditions. If a condition isn't true SuperMailer will check the next condition (IF ... THEN ... ELSE, IF ... THEN ...).
4. Click "OK" to save the query.

Change a functions

1. Select the function that you want to change and click "Change".
2. The next steps are similar as if you would add a function.

Delete a function

1. Choose the function that you want to delete and click "delete".

Hint:

If you send plain text emails the text of a condition should only contain plain text, in HTML emails the text can contain HTML code. To send multipart emails and the text of condition contains HTML code you must create 2 functions. One function with HTML code and one function with plain text.

Import a function

With this function you can import defined queries from other SuperMailer programs.

Important

SuperMailer didn't verify the correctness of your query functions. Please validate your queries yourself.

Using wildcards

The wildcard symbol * can be used in the comparison text, but only for the comparison "equals" (=) and "not equals" (<>). You can use this symbol only at the beginning or the end of the comparison text.

Examples:

Compare name = M* , this is full filled if the name of the field name begins with M

Compare name = *m , this is full filled if the name of the field name ends with m

*Not permitted is name = M*M!*

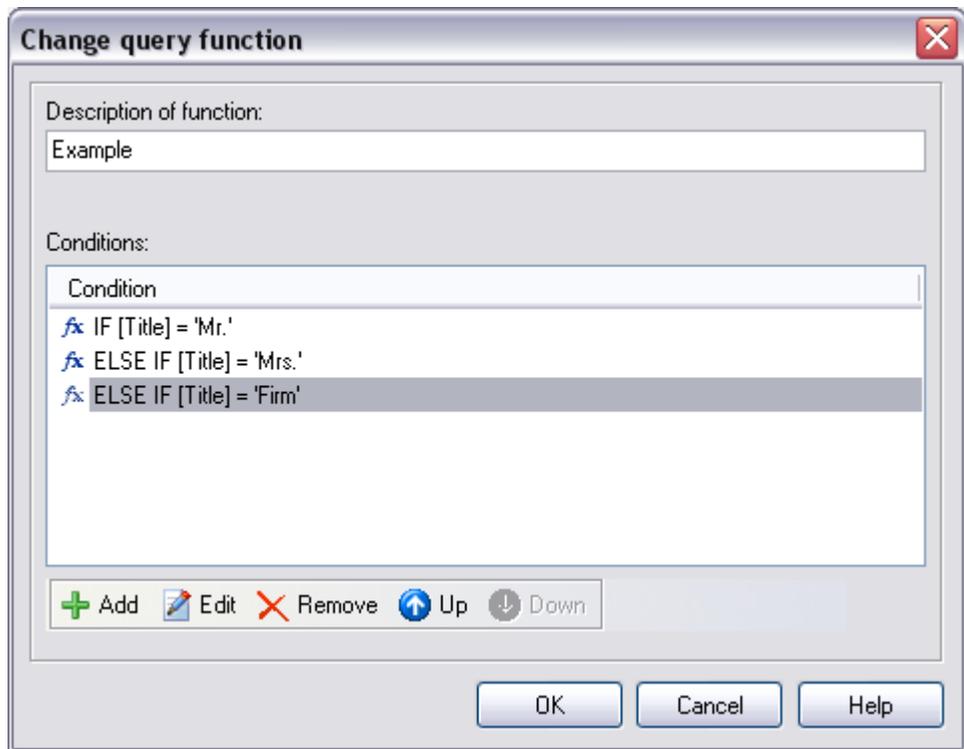
Examples

For this example the following field declarations given.

Name	Title	order code	email
Miller	Mr.	1	miller@...
Smith	Mrs.	2	smith@...
Grey Inc.	Firm	1	grey@...
Meyer	Mr.		meyer@....

A suitable address in a email is to be used for each person.

Create functions as follow:



The conditions:

Change condition 

IF

Field: Comparison operator: Comparison character string:

GIVE OUT

 Formatting

 Insert field

Change condition 

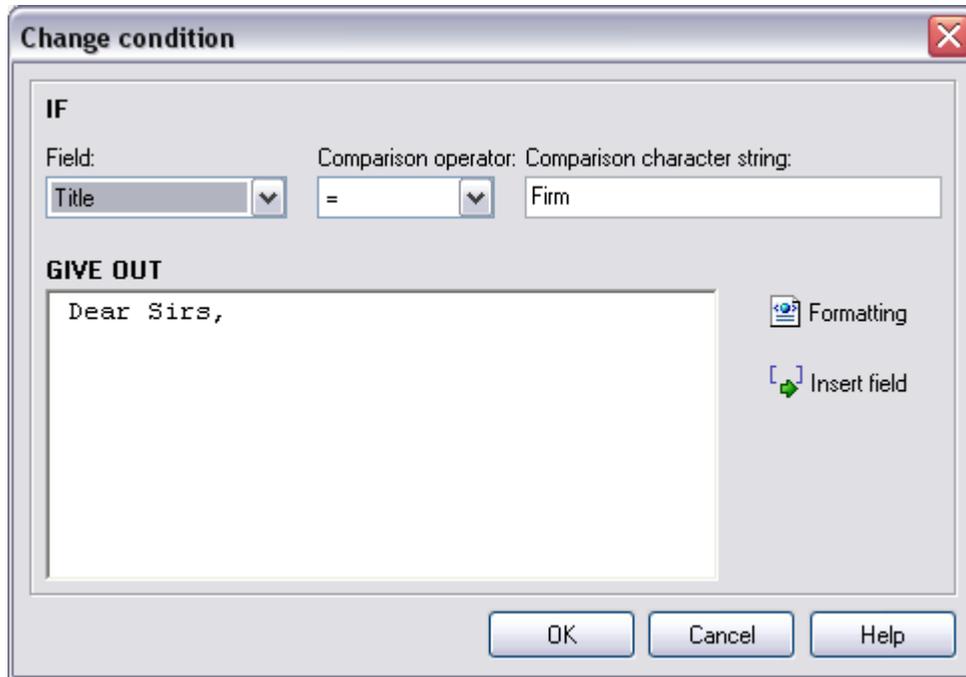
IF

Field: Comparison operator: Comparison character string:

GIVE OUT

 Formatting

 Insert field



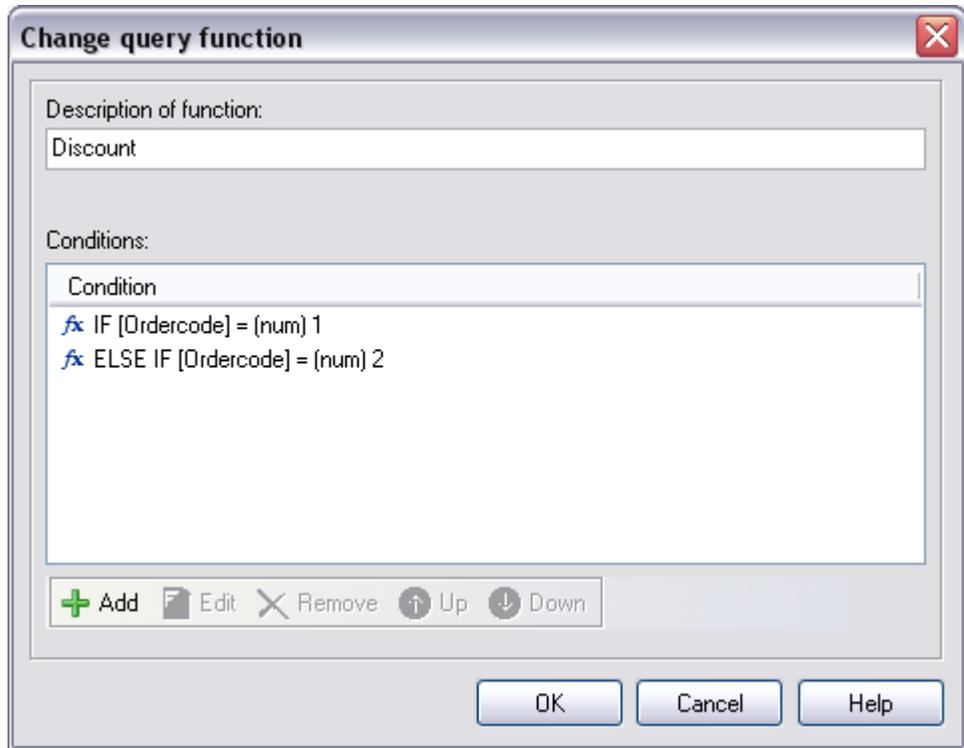
You can insert the new function [Example] now into your email text over the button "Add field" and check the result e.g. in the massmail preview

Result of the function for each recipient:

Dear Mr. Miller,
Dear Mrs. Smith,
Dear Sirs,

As last example a discount of 25% is to be granted to each customer, if the customer contains the 1 in the field order code. Customers whose order code contains 2, are to receive 30% discount. Customers without order code do not receive a discount.

Here is the solving :



The conditions:

Change condition 

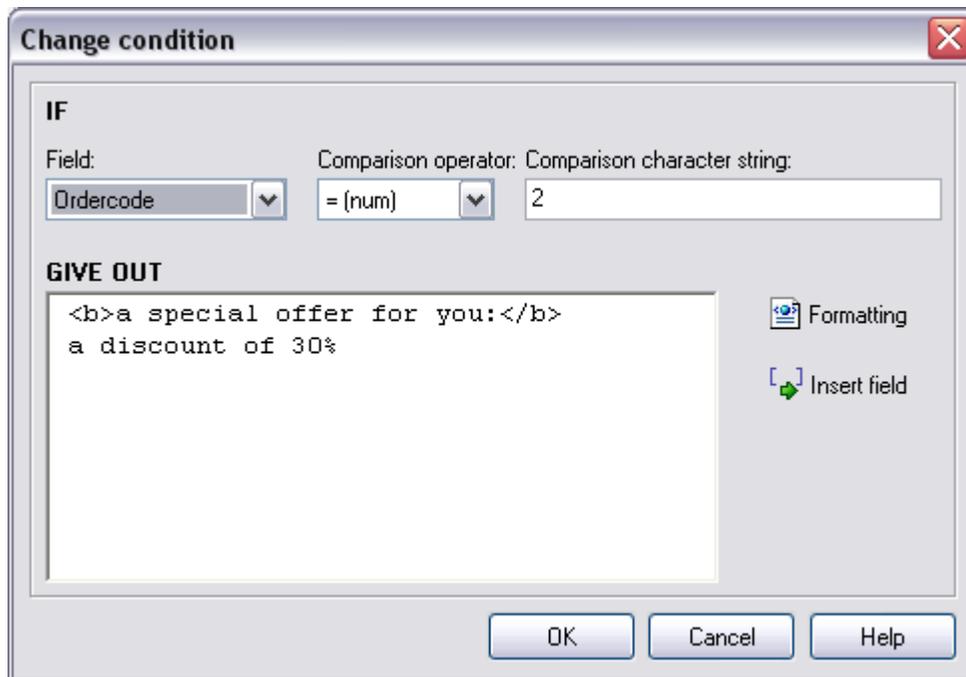
IF

Field: Comparison operator: Comparison character string:

GIVE OUT

 Formatting

 Insert field



You can insert the new function [Discount] into your email text and check the result e.g. in the mass mail preview

Result (inclusive address from example 1):

Dear Mr. Miller,

a special offer for you:
a discount of 25%...

Dear Mrs. Smith,

a special offer for you:
a discount of 30%...

Dear Sirs,

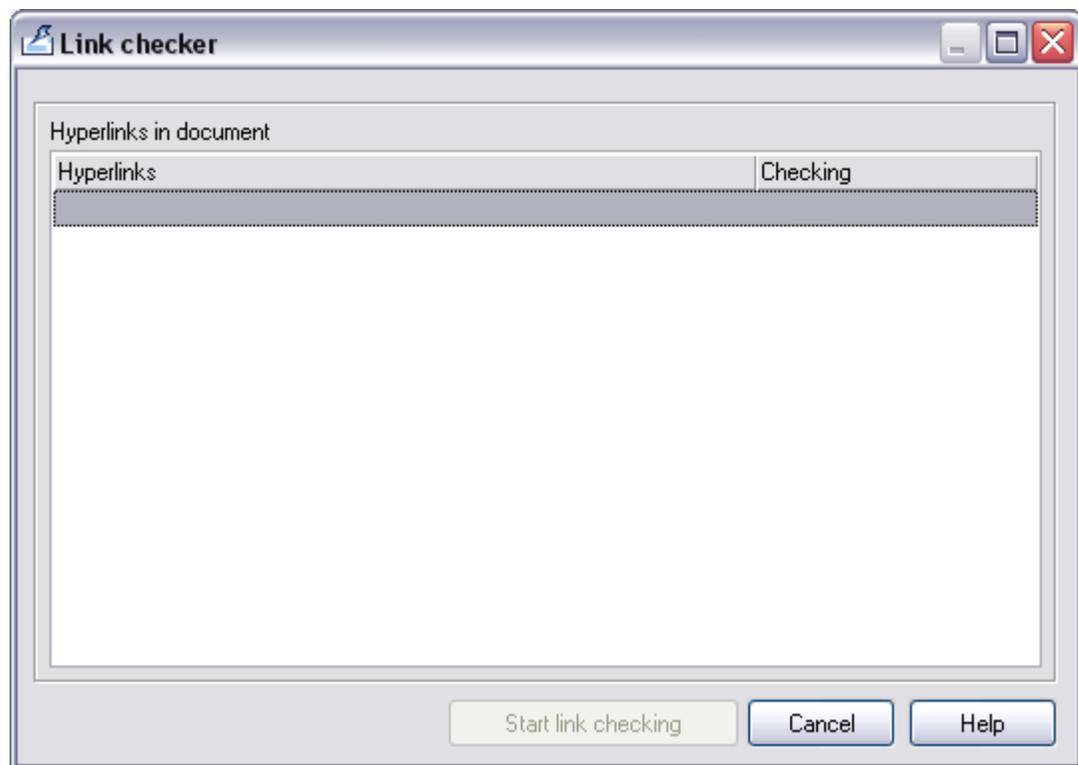
a special offer for you:
a discount of 25%...

Dear Mr. Meyer,

How to use the link checker

To validate all hyperlinks use the link checker. This function validates only the html part of your email, you have to check all links in the text part manually.

To start the link checker click in menu Tools on link checker.



Click on "Start link checking" to start the link checker.

please note:

- If you use dial-up network connections, you have to be connected to your provider otherwise the validation will fail.
- If you use a proxy server, please configure your proxy server under menu Tools - Settings, tab proxy server/socks server.
- Email addresses or URLs which not start with http:// won't be validated.

- SuperMailer uses the HTTP command called HEAD to validate a URL. If any web server doesn't support this command (rare!) you will get an error message.

Read the result

All error codes less than 400 are okay, that means URL is correct. Error codes between 400 and 499 means this page doesn't exist or you need a login/password to get access. Any error code greater than 499 indicate problems with this web server.

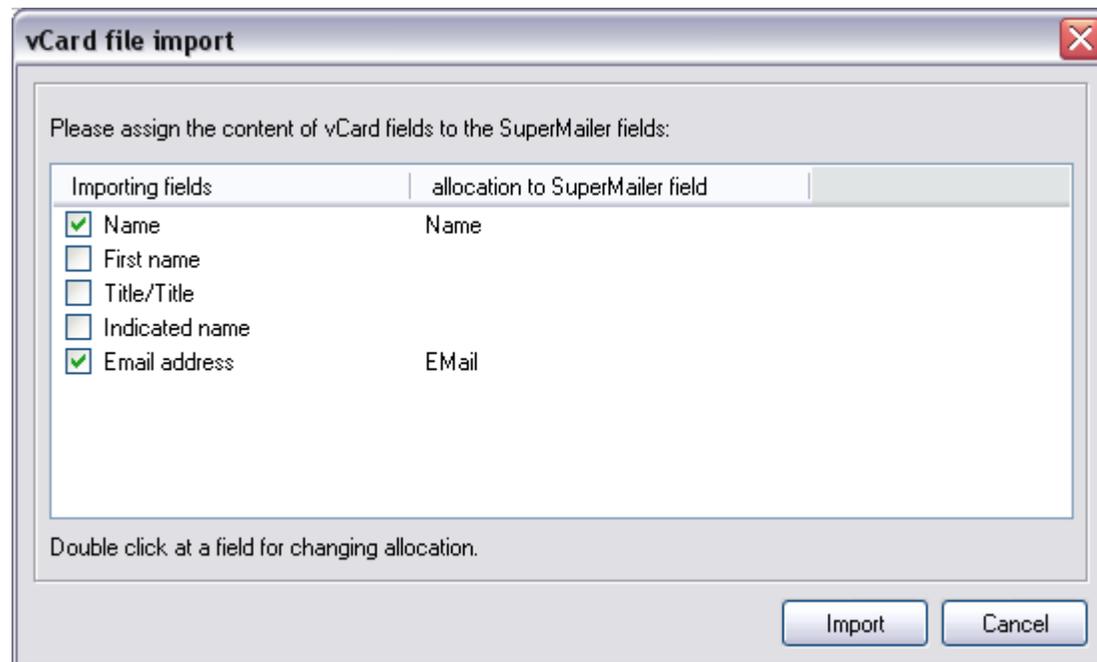
A list of HTTP error codes you can find on: http://int.supermailer.de/http_reply_codes.htm

Import recipient via drag'n drop

SuperMailer has various options to import recipients via drag'n drop.

import VCF files (virtual business card)

If you drag a .vcf file over SuperMailer main window, following window will pop up:



1. Activate all checkboxes in front of the field identifiers you wish to import
2. Perform a double click on a field identifier to define their corresponding SuperMailer field identifier.
3. If **all** allocations are made, then start the transfer by clicking on "Import".

Import your windows address book (WAB)

You can import recipients via drag and drop directly from your windows address book. Please note: Windows stores any recipient first as .vcf file in your temp directory and then transfers data to SuperMailer. Creation and saving this .vcf files may take some time, depending how many recipients your have selected.

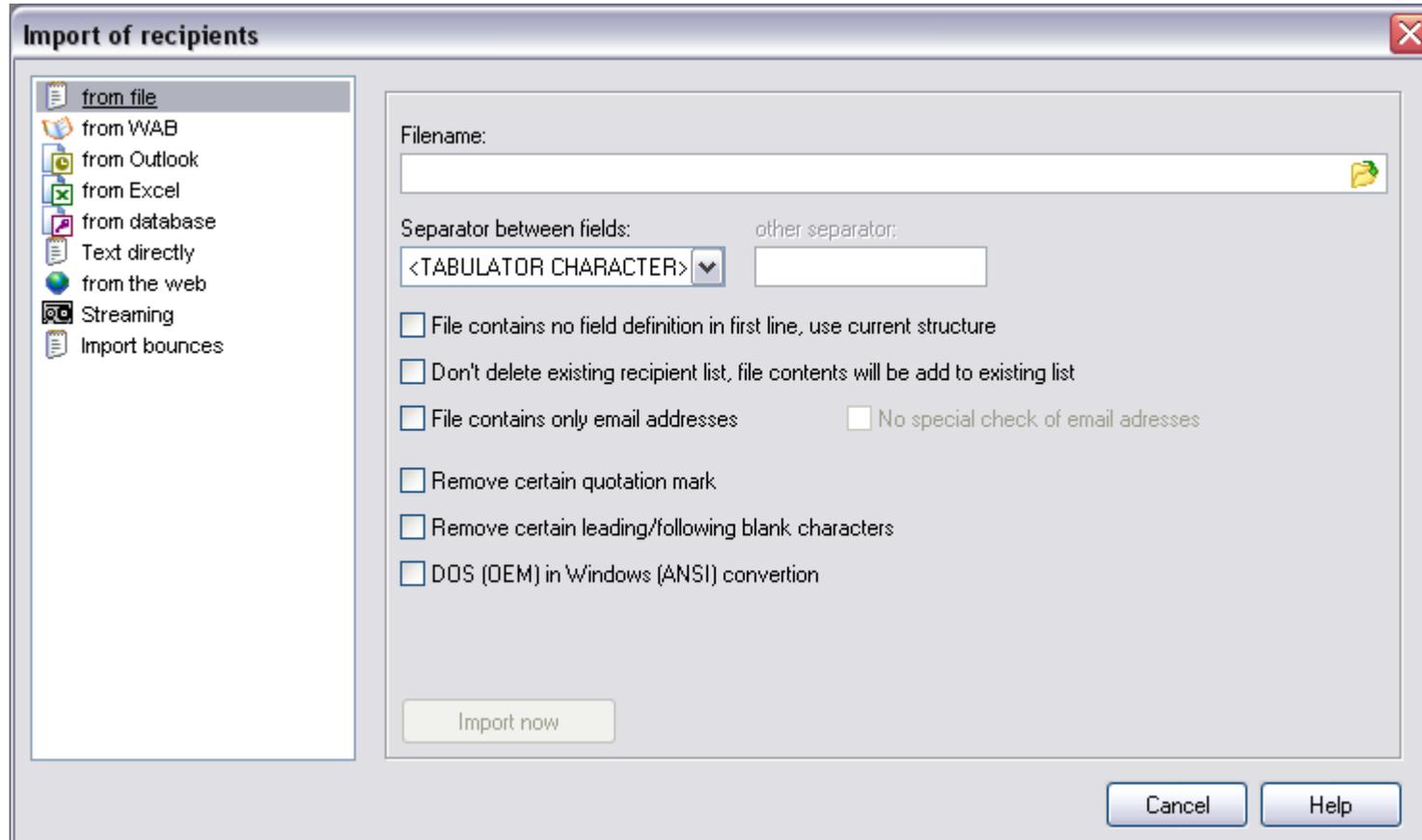
Defining field identifiers and specify the information to import works like [Import of VCF files](#)

Import complete emails

If you use Outlook Express, then you can transfer emails directly to an directory on your hard disk via drag and drop. Select this emails and drag them on SuperMailer main window. SuperMailer now scans all emails and add their recipient email addresses to your list of recipients. Please note: only email addresses will be saved, all other informations will be ignored.

Import from a text file

Click "Import" to open the dialog.



Filename	Indicate to the file names of the text file, which is to be imported.
Separator between fields	The fields in the text file must be provided with a clear separator. With the export from a data base you should use the indication <Tabulator> or semicolon. Select in this field the separator or indicate your own separator

File contains no field definition in the first line, uses current structure	Select this attitude, if the file contains no field definition in the 1. Line. Hint: You must put on the field definition in the SuperMailer before correctly, otherwise the import fails
Don't delete existing recipients list, file contents will be add to existing list	Activate this attitude, in order not to let the present recipients delete. Hint: All recipients in the list remain containing, however the structure must of the file must correspond to the structure in the SuperMailer, Doubles can occur, click therefore among recipients of the email on "Remove duplicates", in order to remove these on the list of all the recipients
File contains only email addresses	Activate this attitude, so that the import of the recipients is accelerated. You may only activate this option however if the file really contains only email addresses. If "No outside examination of the email addresses" is activated then the import even more accelerates.
Remove certain quotation marks	Removed with the import quotation mark from the field which can be imported.
Remove certain leading / following blank characters	Remove all prominent and/or following blanks from the field which can be imported..
DOS (OEM) in windows (ANSI) conversion	This option may be only activated, if it concerns a file in the MS-DOS format. This is found hardly nowadays.
Import to recipients group	Select the recipients group the recipients should be imported.
Import automatically on opening project file	Activate this option to let SuperMailer import your recipients on opening the saved project file automatically.

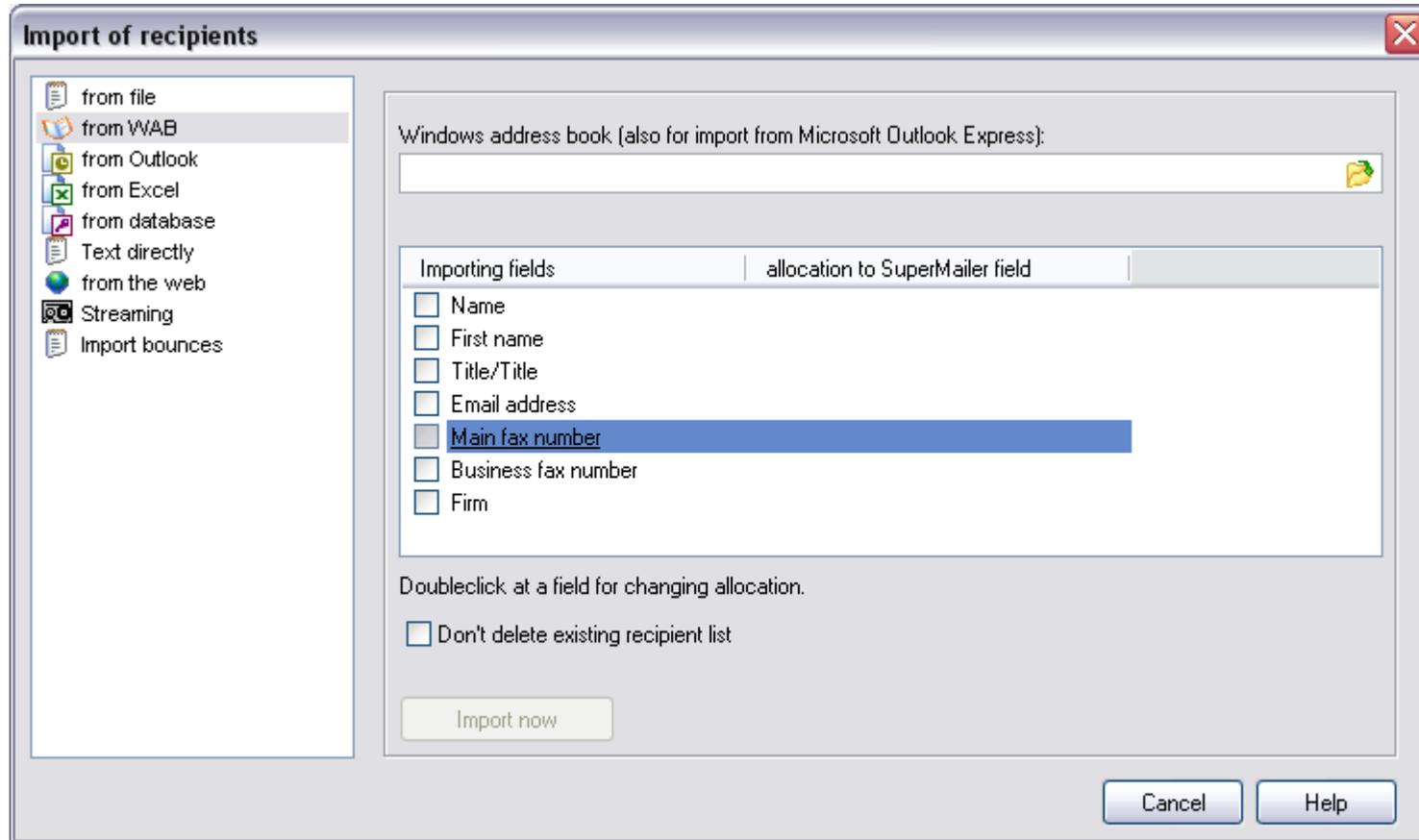
Example of the format of a text file

```
Name; First name; email  
Smith; Peter; peter@smith.com
```

The instructions name, first name and email are the field identifiers. The instructions Smith, Peter and peter@smith.com are the field content. All data are separated with the indication semicolon.

Import from a windows address book (WAB)

Click on "Import", to open the import dialog. This feature is only available if it is installed on your system this should be so at Windows 98 and higher. At Windows Vista and newer Windows versions the WAB import is not supported any more. Use the import variant from [Vista contacts](#). Outlook Express stores e.g. the recipient data in the windows address book.



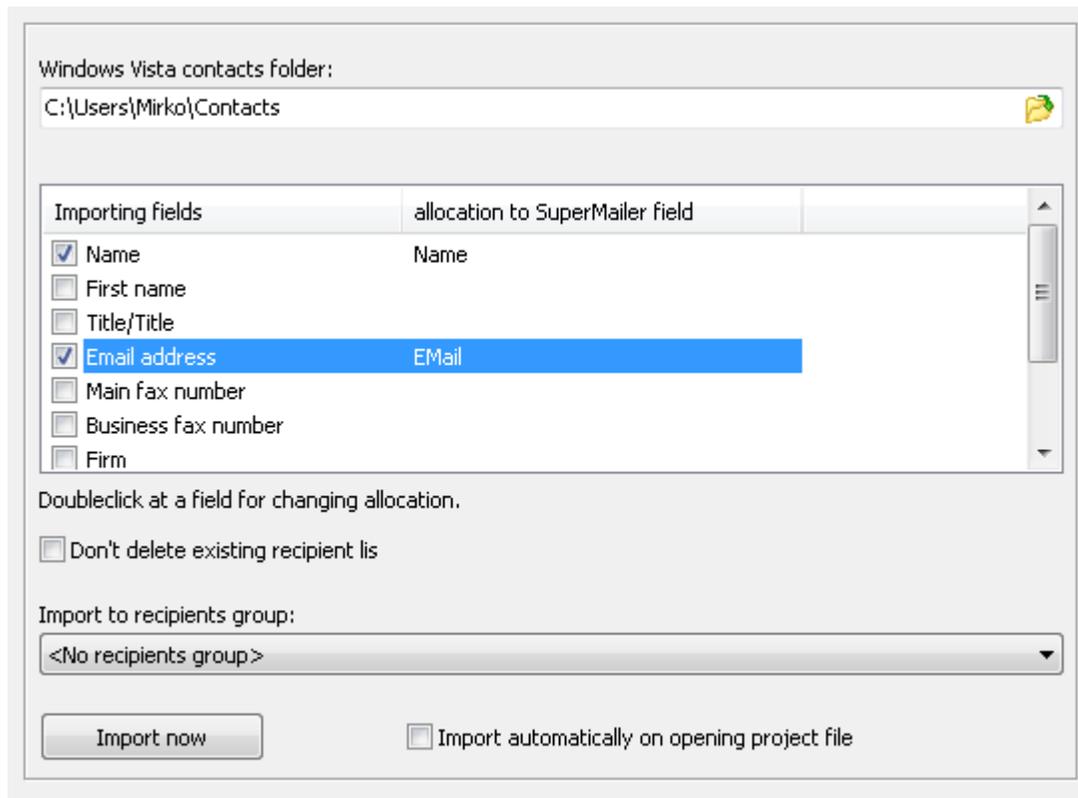
Windows address book	Enter the folder and path to the windows address book. SuperMailer tries to use the standard windows address book of the user and determines this.
Import fields allocation to SuperMailer	You can import from the windows address book Name, First name, Title, email address, fax number and

fields	<p>firm.</p> <p>Double click on one fields to assign the SuperMailer field to WAB field.</p>
Don't delete existing recipients list	<p>Activate this and SuperMailer will only add the new recipients to the recipient list and will not delete the recipient list.</p>
Import to recipients group	<p>Select the recipients group the recipients should be imported.</p>
Import automatically on opening project file	<p>Activate this option to let SuperMailer import your recipients on opening the saved project file automatically.</p>

Import from Vista contacts (Windows Mail)

Click on "Import", to open the import dialog.

You can only use this import variant on Windows Vista or newer operating system. On Windows Vista Windows Mail saves all contacts in the contact folder. On older Windows versions you must import from [Windows address book](#).

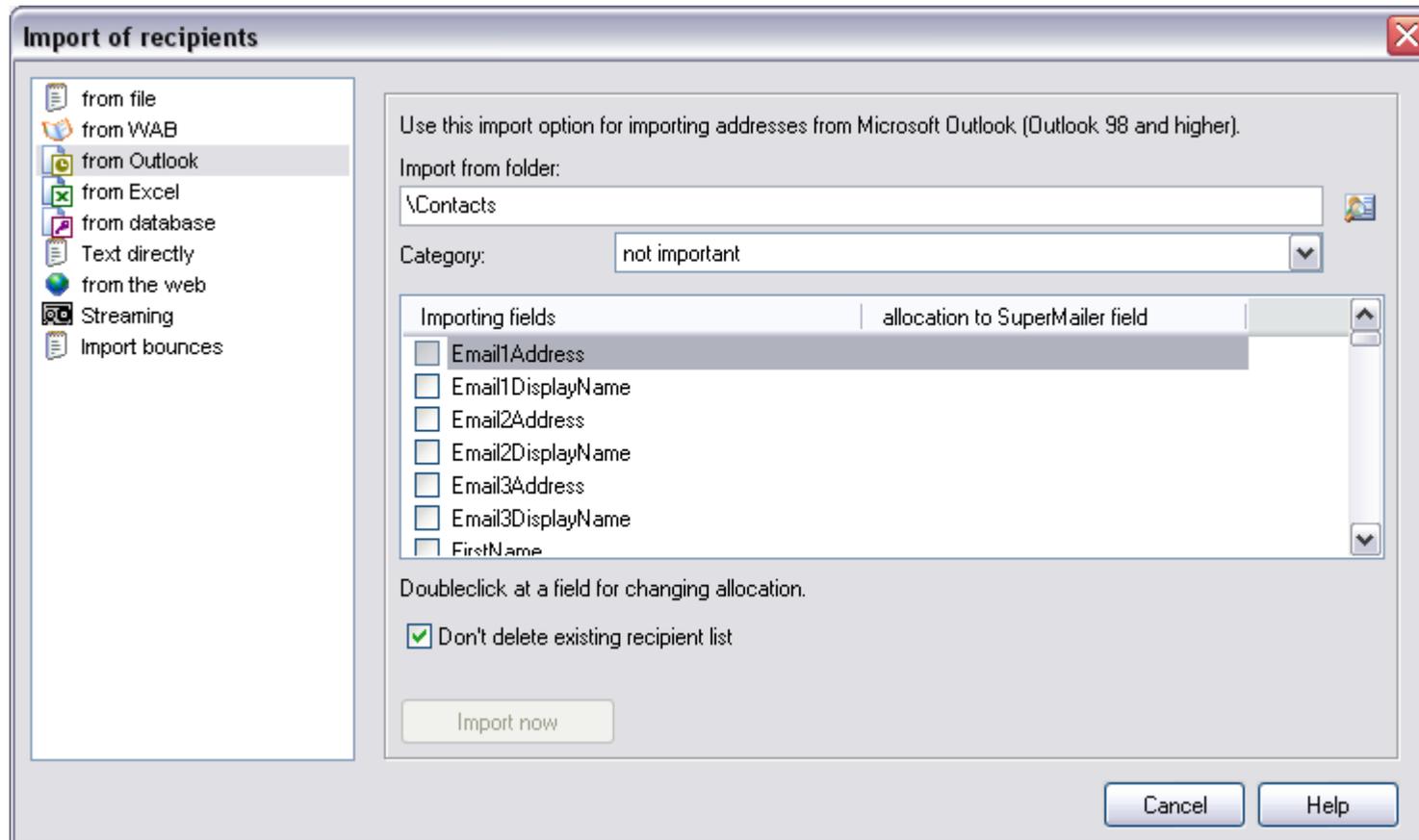


Windows Vista contacts folder	Select the Windows Vista contacts folder. Normally SuperMailer should show the correct folder.
Import fields allocation to SuperMailer fields	You can import from Vista contacts book Name, First name, Title, email address, fax number and firm.

	Double click on one fields to assign the SuperMailer field to contacts field.
Don't delete existing recipients list	Activate this and SuperMailer will only add the new recipients to the recipient list and will not delete the recipient list.
Import to recipients group	Select the recipients group the recipients should be imported.
Import automatically on opening project file	Activate this option to let SuperMailer import your recipients on opening the saved project file automatically.

Import from Microsoft Outlook

Click on "import" to open the import dialog. This import is only active if Microsoft Outlook (min. 98) is installed on your system.



Import from folder	Select the folder which contains the contact data.
Category	Choose a category whose recipients should be imported. Select "not important" or leave the field blank to import all contacts. <u>Use more than one category name</u>

	<p>Use the special char + (plus) to import recipients that must contain the specified category names. Sample: Favorites+High day imports recipients with category names Favorites and High day.</p> <p>Use the special char ; (semicolon) to import recipients that can contain the specified category names. Sample: Favorites;High day imports recipients with category names Favorites or High day.</p>
Fields to import and whose allocation	<p>You have the possibility to import name, first name, title, email address, fax number, fax number business, company name...</p> <p>First you have to create corresponding field identifiers within SuperMailer.</p> <p>If the structure exists activate a field and perform a double click on it, now you can define the corresponding SuperMailer field identifiers.</p> <p>For example: field name could be assigned to your SuperMailer field identifier name.</p>
don't delete existing list	<p>Activate this setting if you don't want to override your existing list of recipients, all new records will be added.</p>
Import to recipients group	<p>Select the recipients group the recipients should be imported.</p>
Import automatically on opening project file	<p>Activate this option to let SuperMailer import your recipients on opening the saved project file automatically.</p>

Import from Microsoft Exchange with Microsoft Outlook

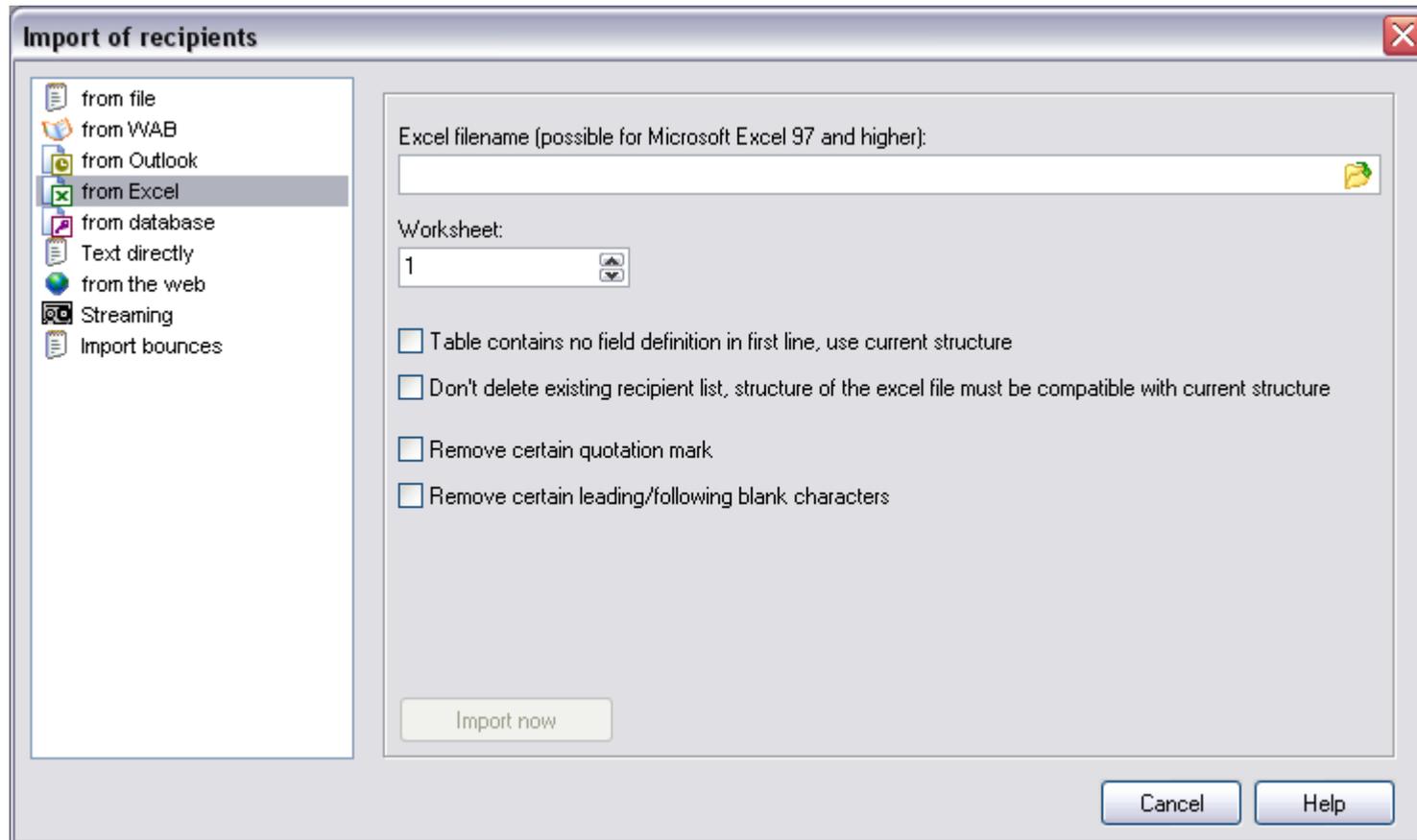
Click on "Import" to open the import dialog. To use this kind of import Microsoft Outlook (2000 or higher) connected to a Microsoft Exchange server is required.

Import from folder	Select the directory which contains the data. Click on the combo box to import all level 1 directories. You also can import all level 1 contacts any deeper level is not available.
Category	<p>Choose a category whose recipients should be imported. Select "not important" or leave the field blank to import all contacts.</p> <p><u>Use more than one category name</u></p> <p>Use the special char + (plus) to import recipients that must contain the specified category names. Sample: Favorites+High day imports recipients with category names Favorites and High day.</p> <p>Use the special char ; (semicolon) to import recipients that can contain the specified category names. Sample: Favorites;High day imports recipients with category names Favorites or High day.</p>
Fields to import and whose allocation	<p>You can import various informations from the Microsoft Exchange public folders. Please pay attention: Microsoft Outlook stores information, depending on the software version, in various fields so it is possible that's SuperMailer can't find all information.</p> <p>First you have to create corresponding field identifiers within SuperMailer.</p> <p>If the structure exists activate an field and perform a double click on it, now you can define the corresponding SuperMailer field identifier.</p> <p>For example: field name could be connected to your SuperMailer field identifier name.</p>
don't delete existing list	Activate this setting if you don't want your existing list of all the recipient overwritten, all new records will be added.
Import to recipients group	Select the recipients group the recipients should be imported.
Import automatically on opening project file	Activate this option to let SuperMailer import your recipients on opening the saved project file automatically.

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Import from Microsoft Excel

Click on "Import" to open the import dialog.

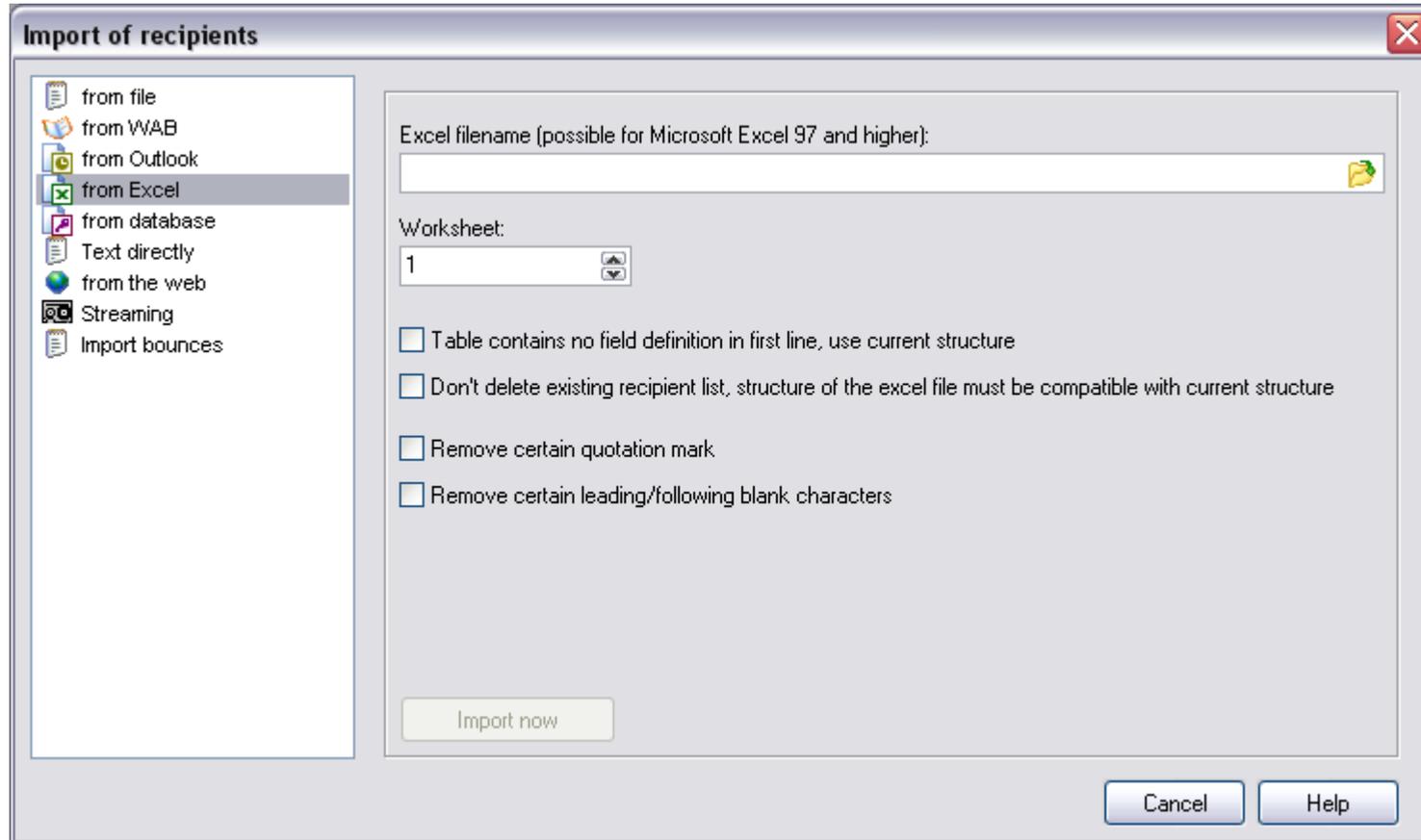


Filename	Insert the filename of the file which should be imported. hint: You need Microsoft Excel 97 or higher installed on your system.
Worksheet	Contains a table more than one worksheet, then choose the correct one.

Table contains no field definition in the first line, use current structure.	<p>Activate this setting if your excel file contains no structure information.</p> <p>hint: You have to define correct SuperMailer field identifiers, otherwise the import will fail.</p>
Don't delete existing recipient list, structure of the excel file must be compatible with current structure	<p>Activate this setting if you don't want to delete your existing list of recipients.</p> <p>hint: New data will only be appended, but your SuperMailer structure have to be the same like the one in your excel file.</p>
Remove certain quotation marks	All quotation marks in imported strings will be deleted.
Remove certain leading/following blank characters	All leading or following blanks in an imported string will be deleted.
Import to recipients group	Select the recipients group the recipients should be imported.
Import automatically on opening project file	Activate this option to let SuperMailer import your recipients on opening the saved project file automatically.

Import from OpenOffice.org Calc

Click on "Import" to open the import dialog.



Filename	Insert the filename of the file which should be imported. hint: You need OpenOffice.org Calc 2.0 or higher installed on your system.
Worksheet	Contains a table more than one worksheet, then choose the correct one.

Table contains no field definition in the first line, use current structure.	<p>Activate this setting if your file contains no structure information.</p> <p>hint: You have to define correct SuperMailer field identifiers, otherwise the import will fail.</p>
Don't delete existing recipient list, structure of the file must be compatible with current structure	<p>Activate this setting if you don't want to delete your existing list of recipients.</p> <p>hint: New data will only be appended, but your SuperMailer structure have to be the same like the one in your file.</p>
Remove certain quotation marks	All quotation marks in imported strings will be deleted.
Remove certain leading/following blank characters	All leading or following blanks in an imported string will be deleted.
Import to recipients group	Select the recipients group the recipients should be imported.
Import automatically on opening project file	Activate this option to let SuperMailer import your recipients on opening the saved project file automatically.

Import from database

Click on "Import" to start the import wizard.

Database connection: Provider=MSDASQL.1;Persist Security Info=False;Data Source=Adressen

Tables: Kunden, EineTestAbfrage

Importing fields	allocation to SuperMailer field
<input type="checkbox"/> ID	
<input checked="" type="checkbox"/> Name	Name
<input checked="" type="checkbox"/> Vorname	Vorname
<input checked="" type="checkbox"/> E-Mail	E-Mail

Buttons: New connection, Connect, Get structure, SQL query...

Don't delete existing recipient list

Import now

Doubleclick at a field for changing allocation.

Database connection	SuperMailer needs a connection string for every database access to connect with your database server. Click on "New connection" to create a new database connection. hint: Every connection string can be modified by hand, but please, only if you know what you are doing.
Button "New connection"	Click this button to create a new connection or to change the selected one. Now a wizard ("Database connection properties") will pop up, please follow the instructions in this window. This wizard has its own help functions provided by Microsoft.

Button "Connect"	<p>If you have insert a connection string correctly, then click on "Activate connection" . After that SuperMailer creates an connection to this database.</p> <p>hint: If the connection fails, then please check all parameters within the connection string.</p>
List of tables	<p>This list contains all tables in the selected database, select a table to load all field definitions to define all import field identifiers.</p>
Button "Get structure"	<p>If you click this button, all existing recipients will be deleted from your list of the recipients. After that, SuperMailer imports the field structure of this table.</p>
Button "SQL query"	<p>You can create your own SQL query, to perform complex table queries or to import recipients with special conditions.</p> <p>If you don't create your own query SuperMailer will ever use the query <code>SELECT * FROM <table name></code>.</p>
Allocation to SuperMailer field	<p>Select (activate the checkbox) on all fields which should be imported. After that, perform a double click on every fieldname to define the corresponding SuperMailer field identifier. For example table field "name" could be imported to SuperMailer field identifier "name" in your list of recipients. If you start the import, SuperMailer will transfer all data to this field name.</p>
don't delete existing recipients list	<p>Activate this setting and SuperMailer will not delete your existing list, instead it will only append new data.</p> <p>Hint: To avoid duplicates use the function "Remove duplicates".</p>
Import to recipients group	<p>Select the recipients group the recipients should be imported.</p>

Button "Import now"	Click on this button to start the import. This button is only active, if at least one field identifier is assigned to a table field and you have an active database connection.
Import automatically on opening project file	Activate this option to let SuperMailer import your recipients on opening the saved project file automatically.

ODBC driver

Various ODBC driver are already installed on your windows system, for example MS Access ODBC driver. Many drivers can be downloaded on their manufacturer homepages, other drivers will be installed automatically if you install a database client or server. A MySQL ODBC driver can be found on <http://www.mysql.com/>.

Example Microsoft Access Database

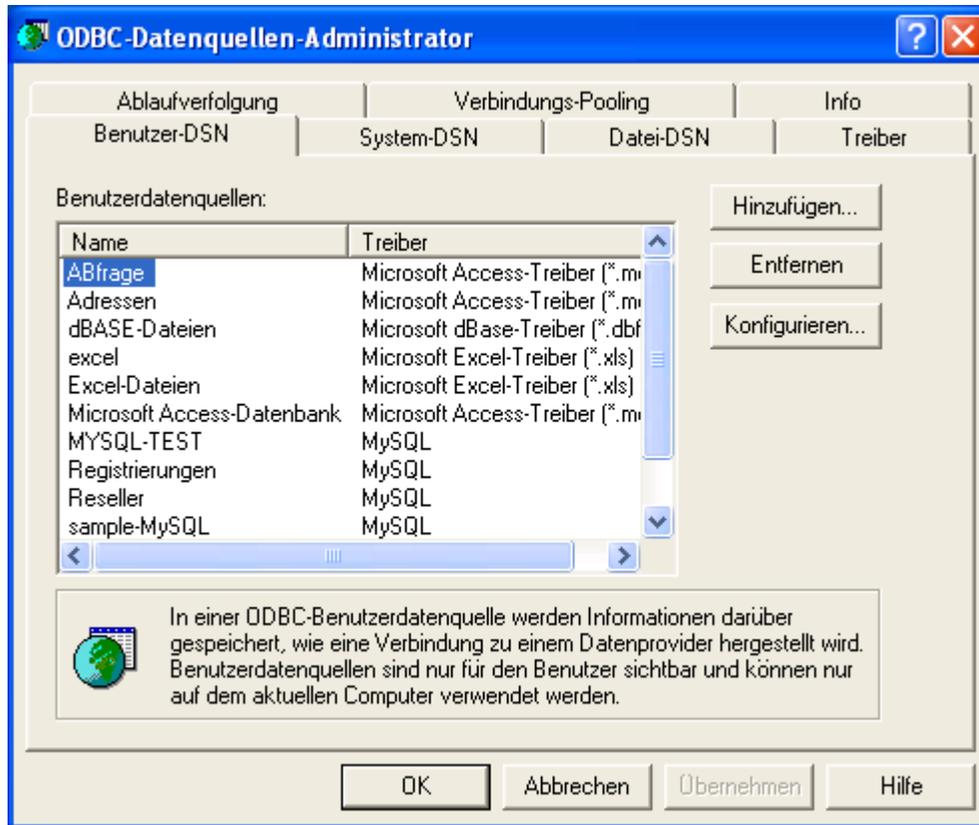
Create a database called addresses. This database contains a table customers. The table has following structure:

fieldname	data type
ID	auto increment
name	char (50)
firstname	char (50)
email	char (50)

create database alias

Open system panel and click on "data sources (ODBC)" , you also can start odbcad32.exe.

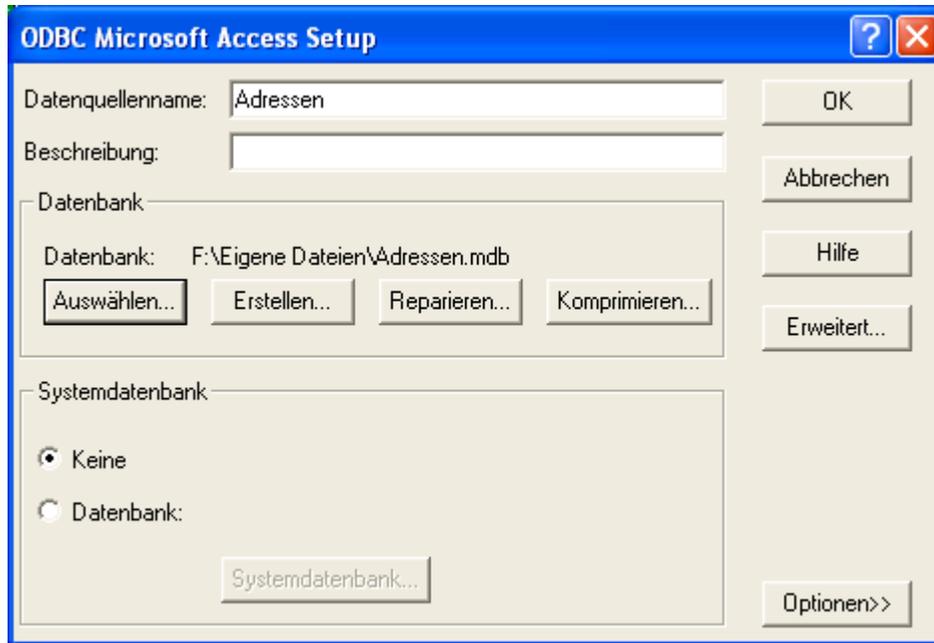
The following screenshot is system specific, here the german variant.



Click in tab User DSN on button "Add".



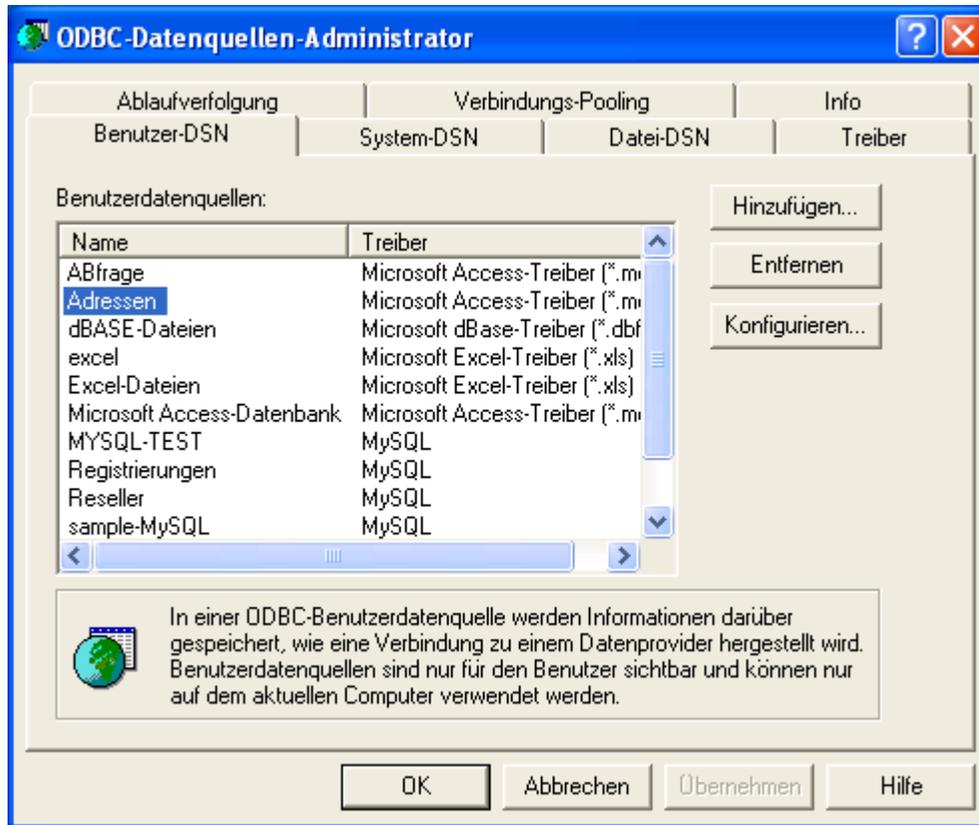
Now choose "MS Access driver" and click on button "finish".



Insert name "addresses" in field "datasource name" or insert any other alias name without spaces.

Click on "Browse" to search for your database name addresses.mdb and select it. The other options are depends on your database manufacturer, because every driver or database system uses other properties.

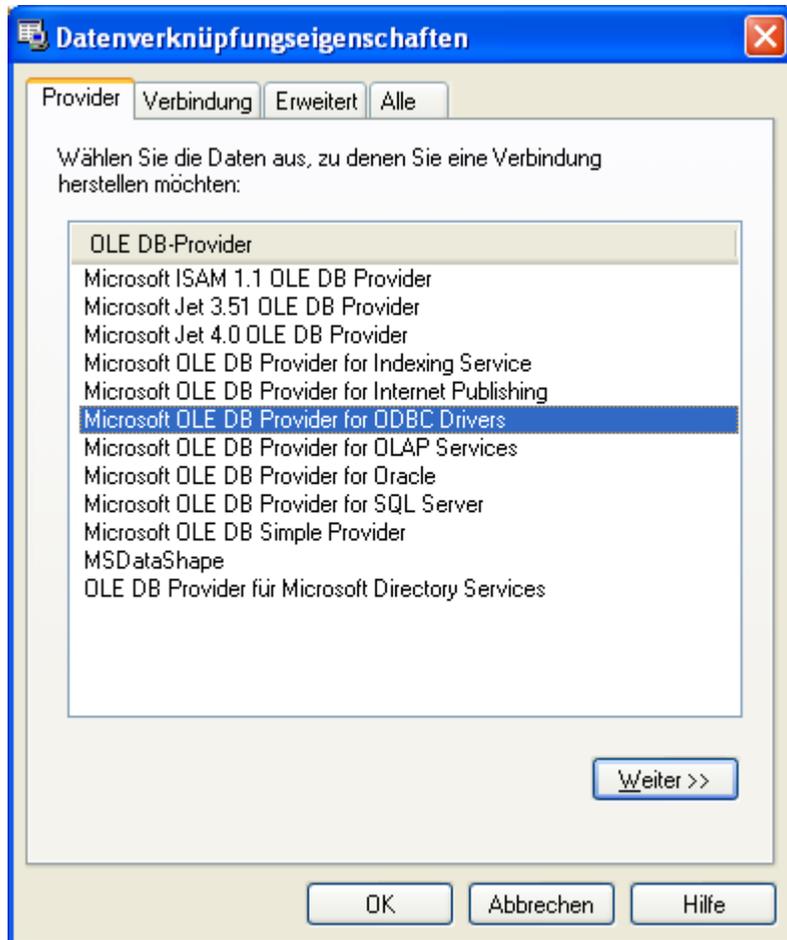
Click on "OK" to save this alias.



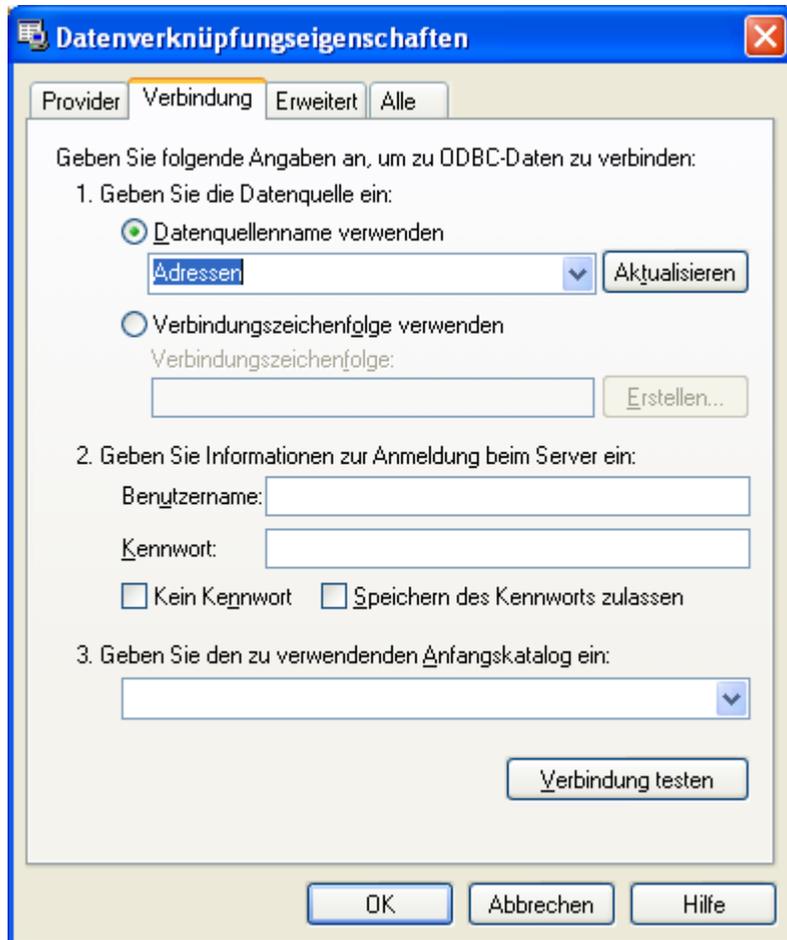
Click on "OK", to close the wizard. Now you can define this database connection within SuperMailer.

Create Database connection

Click on button "New connection", the following dialog pops up.



Choose tab connection

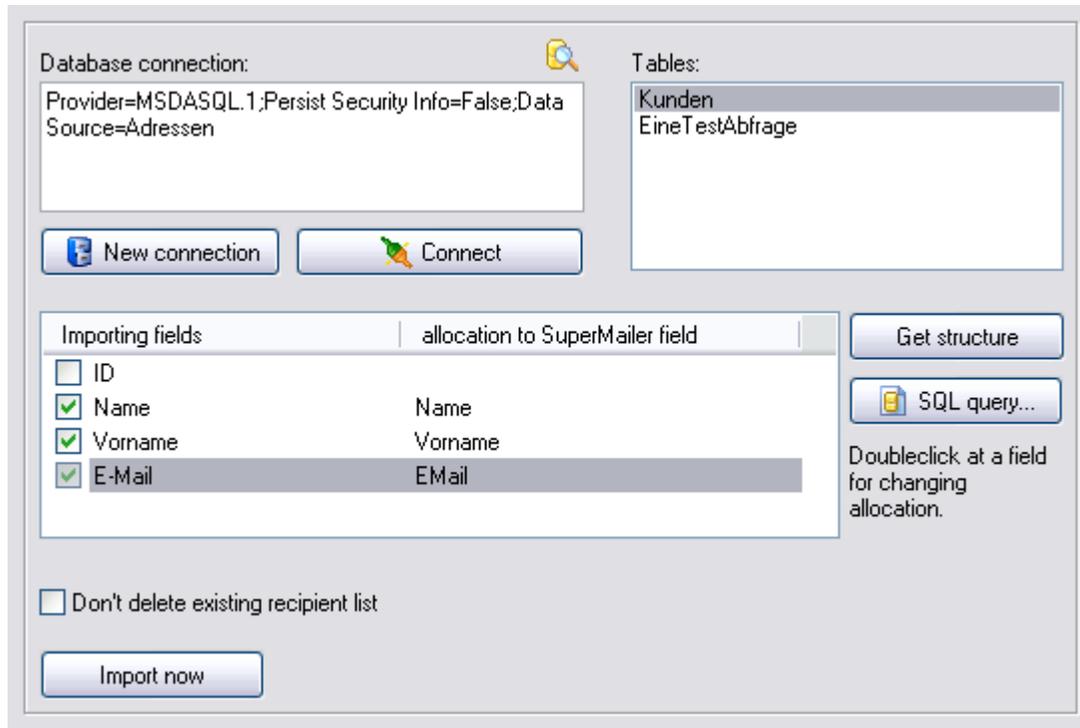


Now select first the alias name as data source, here "addresses".

Click on "OK" to save this connection.

Activate connection

Click on button "Connect" to establish a connection to your database. SuperMailer will add all database tables to the list of tables



If you select a table in this list, for example table customer, then the structure of this table will be scanned and shown below.

Select every field which have to be imported and define an SuperMailer field identifier corresponding to this field.

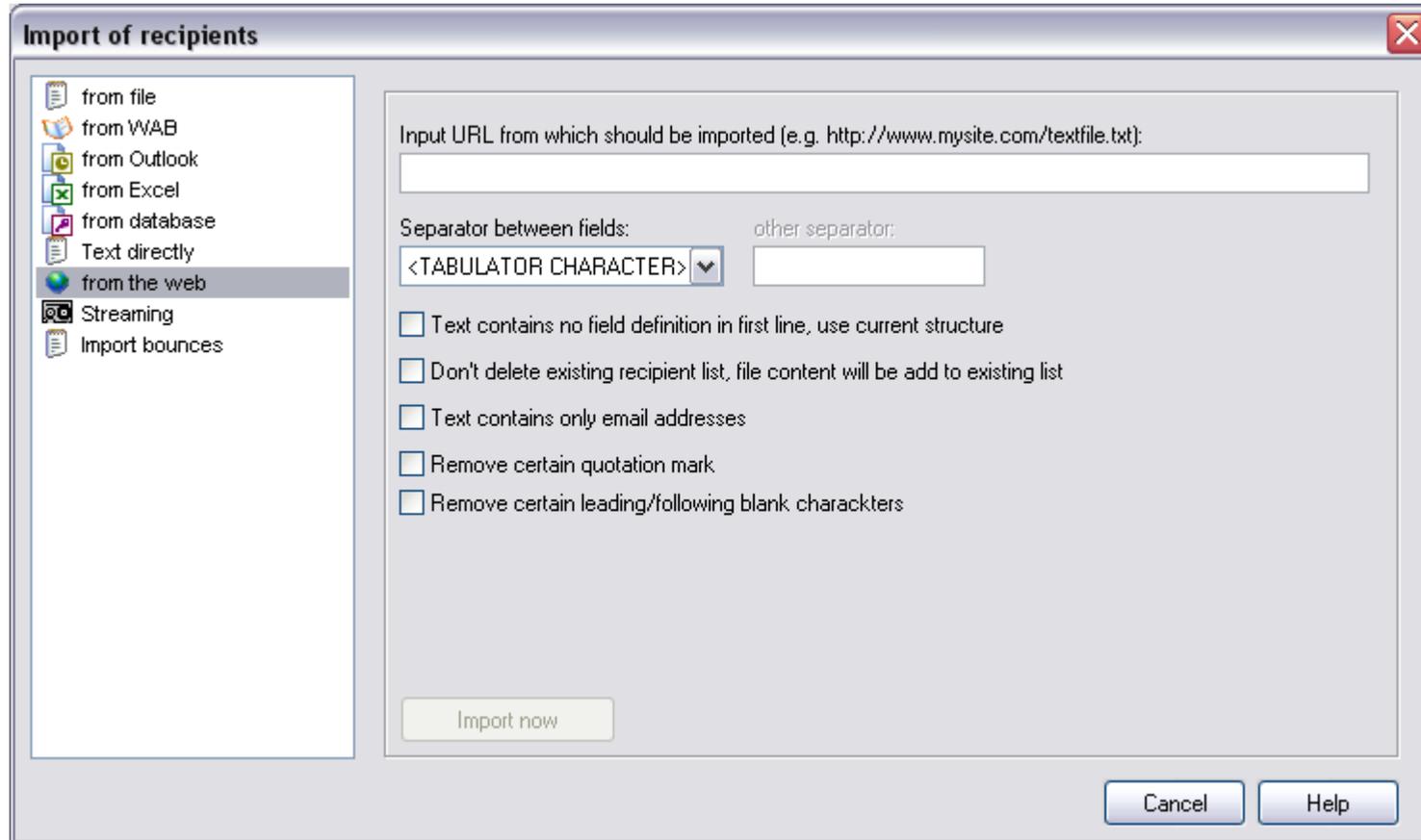
Click "start import" to transfer the data to SuperMailer.

IMPORTANT!

SuperMailer imports only tables, whose table name contains no spaces or special characters. If you try to import an table name which contains spaces or special characters, SuperMailer will abort the import.

Import from Internet

Click "Import" to open the import dialog



To import data from the internet, you have to gain direct access to an downloadable text file or an script which generates raw text.

URL	Insert a URL, where SuperMailer can download the data.
Field separator	Every field content has to be clearly separated. If you want to export data from a database, you

	should use <TAB> or semicolon. Choose your separator in this field or insert your own character.
File contains no structure in first row	Activate this setting if your data file contains no structure information. hint: You have to define SuperMailer field identifiers correctly, otherwise this import will fail.
Don't delete existing recipient list	Activate this setting if you don't want your existing list of all the recipients deleted. hint: New data will only be appended, but your SuperMailer structure have to be the same like the one in your data file. There can be duplicates, so click on tab recipients of message on "Remove duplicates" to delete them from your list.
File contains only email addresses	Activate this setting if your text file contains only email addresses, this will speed up the import.
Remove quotation marks	All quotation marks in imported strings will be deleted.
Remove leading/following space	All leading or following blank characters in an imported string will be removed.
Import to recipients group	Select the recipients group the recipients should be imported.
Import automatically on opening project file	Activate this option to let SuperMailer import your recipients on opening the saved project file automatically.

Example file structure

```
name; firstname; email
Miller; Peter; peter@miller.com
```

The strings name, firstname and email are field identifiers. Everything else is field content, all fields are separated with semicolon.

Import from Act!

Click on "Import" and select at left list "from Act!"

Hint: Only in 32bit program version you can import from Act!. For 64bit program version or web based Act! variant you must select and show recipients in Act! manually, Export as Excel file and import in SuperMailer as [Excel file](#).

Act! database:
F:\Eigene Dateien\ACT\ACT Data\Databases\abc.pad

Database username: mirko Database password: ●●●●

Connect

Import recipients from these recipients groups only:
Mitarbeiter, Interessenten, Zuletzt hinzugefügte Kontakte, Datenbankbenutzer, Meine Gruppe, Zuletzt be

Importing fields	Assignment to SuperMailer field
<input type="checkbox"/> CONTACT	
<input type="checkbox"/> COUNTRY	
<input type="checkbox"/> DEPARTMENT	
<input checked="" type="checkbox"/> E-MAIL	Email
<input type="checkbox"/> EXTENSION	

Double click at a field to change assignment.

Don't delete existing recipients list

Import to recipients group:
<Keine Empfängergruppe>

Import now Import automatically on opening project file

Act! database

Select Act! database to be imported from. This is often located in Documents folder, sub folder ACT\ACT Data\Databases.

Database username	Specify username for opening database.
Database password	Specify password for opening database.
Button "Connect"	Establishss a connection to Act! database, loads defined groups and field definition for importing database.
Import recipients from these recipients groups only	Set checkmarks at Act! groups from which recipients should be imported. Remove all checkmarks to import all recipients.
Assignment of fields from Act! database	Set checkmark at field and select a SuperMailer field.
Don't delete existing recipients list	Activate this setting if you don't want remove all recipients, all new records will be added.
Import to recipients group	Select the recipients group the recipients should be imported.
Import automatically on opening project file	Activate this option to let SuperMailer import your recipients on opening the saved project file automatically.

Import from Google Contacts

Connect with Google... Disconnect from Google

Import recipients from these groups only:

System Group: My Contacts

Importing fields	Assignment to SuperMailer field
<input checked="" type="checkbox"/> email	E-Mail
<input type="checkbox"/> email_work	
<input type="checkbox"/> email_home	
<input type="checkbox"/> email_custom	
<input type="checkbox"/> fullName	
<input type="checkbox"/> givenName	
<input type="checkbox"/> middleName	

Double click at a field to change assignment.

Don't delete existing recipients list

Import to recipients group:

<Keine Empfängergruppe>

Import now Import automatically on opening project file

<p>Button "Connect with Google"</p>	<p>Click on button to establish a connection to Google. At first access an internal browser will be shown, you must enter Google username and password, after than you must allow access.</p>
<p>Button "Disconnect from Google"</p>	<p>Click on this button to disconnect from Google. For a later new connection you must specify username/password again.</p>

Import recipients from these groups only	Set checkmarks at groups from which to import. Remove all checkmarks to import all recipients.
Assignment of fields	Set checkmark at field and select a SuperMailer field.
Don't delete existing recipients list	Activate this setting if you don't want remove all recipients, all new records will be added.
Import to recipients group	Select the recipients group the recipients should be imported.
Import automatically on opening project file	Activate this option to let SuperMailer import your recipients on opening the saved project file automatically.

Import contacts from Microsoft Cloud

For Exchange Online | Office 365 | Hotmail.com | Live.com | MSN.com | Outlook.com | Passport.com

For Exchange Online | Office 365 | Hotmail.com | Live.com | MSN.com | Outlook.com | Passport.com

Personal account   Connect with Microsoft...  Disconnect from Microsoft

Import from folder:
 

Importing fields	Assignment to SuperMailer field
<input checked="" type="checkbox"/> email	Email
<input type="checkbox"/> email_work	
<input type="checkbox"/> email_home	
<input type="checkbox"/> email_custom	
<input type="checkbox"/> fullName	
<input checked="" type="checkbox"/> givenName	Vorname
<input type="checkbox"/> middleName	

Double click at a field to change assignment.

Don't delete existing recipients list

Import to recipients group:

Import now Import automatically on opening project file

Type of account

Select type of account.

Hint: When you select a wrong account type an error will be shown.

	<p>Work or school accounts. These accounts are managed by Microsoft on behalf of organizations that use Azure Active Directory. These accounts are used to sign in to Office 365 and other business services from Microsoft.</p> <p>Personal accounts (formerly known as Windows Live ID). These accounts represent the relationship between <i>individual</i> users and Microsoft, and are used to access consumer devices and services from Microsoft. These accounts are intended for personal use.</p> <p>Access rights</p> <p>SuperMailer requires authentication every time for reading Contacts and reading/Sending emails. It is no new authentication necessary for sending emails.</p>
Button "Connect with Microsoft"	<p>Click on this button to establish a connection to Microsoft server.</p> <p>At first access an internal browser will be shown, you must enter Microsoft username and password, after than you must allow access.</p> <p>Hint:</p> <ul style="list-style-type: none"> ▪ Should you select a wrong account type than an error will be shown. Select correct account type and try again.
Button "Disconnect from Microsoft"	Click on this button to disconnect from Microsoft server.
Import from folder	Click next to field at button and select a contact folder at Microsoft server.
Assignment of fields	Set checkmark at field and select a SuperMailer field.
Don't delete existing recipients list	Activate this setting if you don't want remove all recipients, all new records will be added.
Import to recipients group	Select the recipients group the recipients should be imported.
Import automatically on opening project file	Activate this option to let SuperMailer import your recipients on opening the saved project file automatically.

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This Software is only in german language available therefore the help is only in german available.

Import aus SMSout

Sollten Sie den SMS-Dienst [SMSout](#) nutzen, dann können Sie die Kontaktdaten aus SMSout importieren und Newsletter an die Empfänger versenden lassen. Bei Verwendung der SMS-Newsletter-Funktion ist der Import der Kontaktdaten in SuperMailer die einfachste Möglichkeit um Newsletter an die Empfänger zu versenden.

Klicken Sie auf "Importieren", um den Import Dialog zu öffnen.

SMSout-Empfängergruppe	Wählen Sie die SMSout-Empfängergruppe aus der die SMSout-Kontaktdaten importiert werden sollen.
Zu importierende Felder und Zuordnung	Aktivieren Sie das Feld welches importiert werden soll und ordnen Sie ein SuperMailer-Feld zu, in

zu SuperMailer Feld	<p>welches die Daten importiert werden sollen.</p> <p>Sie müssen im SuperMailer entsprechende Felder anlegen, bevor Sie den Import durchführen können. Sollte die Feldstruktur festgelegt sein, dann aktivieren Sie das zu importierende Feld und klicken Sie anschließend doppelt auf das zu importierende Feld. Jetzt können Sie das Feld aus der SMSout-Empfängergruppe dem SuperMailer Feld zuordnen.</p>
Bestehende Empfängerliste nicht löschen	<p>Aktivieren Sie diese Einstellung, damit SuperMailer die existierenden Empfänger beim Import nicht entfernt, sondern die neuen Daten hinzufügt.</p> <p>Hinweis: Es können Duplikate auftreten, klicken Sie unter "Empfänger der E-Mail" auf "Duplikate entfernen", um diese auf der Empfängerliste zu entfernen.</p>
Importieren in Empfängergruppe	<p>Wählen Sie die Empfängergruppe, in die die Empfänger importiert werden sollen.</p>
Bei jedem Öffnen des Projekts automatisch importieren	<p>Aktivieren Sie diese Einstellungen damit SuperMailer beim Öffnen des Projekts automatisch die Empfängerdaten anhand der eingestellten Parameter importiert.</p> <p>Hinweis: Je nach Einstellung der Parameter kann dies zum Löschen der Empfänger in allen Empfängergruppen führen, damit ist z.B. Empfängertracking nicht mehr möglich.</p>

Retrieve Newsletter subscription / unsubscription with SuperMailer

Manual subscription/ unsubscription

SuperMailer can recognize on the base of subject of email whether it is subscription or unsubscription of the recipients list. Therefore a certain word must be specified e.g. "subscribe" to let SuperMailer correctly detect the mailing list action. In text of email the text

email: <email address>

must be present. If SuperMailer does not find this text than the sender email address of the email is used for adding or removing from recipient list.

See also

[Structure of an email](#)

Scripts for subscription/ unsubscription

With the SuperMailer Script you have automated newsletter subscription and unsubscription. In addition you merge a HTML form for the newsletter subscription and/or unsubscription on your web page and use a script. You can find more information to this script on the site <http://int.supermailer.de/smscript.htm>

Requirements for using the script

- Homepage with PHP 3, 4, 5, Perl 5 or ASP
- Its own email account for the newsletter registrations and newsletter unsubscription is recommendable, though you do not fetch this message by mistake with your normal email program.
- The Script is available also with double-opt-in procedures

Hint:

The functionality of changing recipients data by the Script are not supported. You must implement this functionality if necessary.

See also

[Structure of emails](#)

[SuperMailingList](#)

If you cannot implement scripts...

We host the script for you at the disposal, more information can be found under <http://int.supermailer.de/smscripthosting.htm>

Configuration of SuperMailer

Select on menu Project - Mailboxes and add one or more POP3/IMAP accounts or Outlook folders on which the newsletter messages will be arrive. You must specify the subjects of emails to let SuperMailer recognize newsletter subscriptions and unsubscriptions. The default subjects are "SUBSCRIBE" and "UNSUBSCRIBE". If you use our newsletter scripts this subjects should not be changed.

Hint

Enter several subjects separated with semicolon (;).

In Microsoft Outlook you should save all Subscribe/Unsubscribe mails in an own folder, e.g. with a Outlook mail rule otherwise SuperMailer will check all the mails in the folder and will add all unknown mails as subscribe mails.

On base of subject of email SuperMailer recognizes that the emails contains a newsletter subscription and/or newsletter unsubscription. All other emails where ignored by SuperMailer and are not deleted from mailbox.

Block list

In the block list you can specify email addresses to which no newsletter should be send anymore.

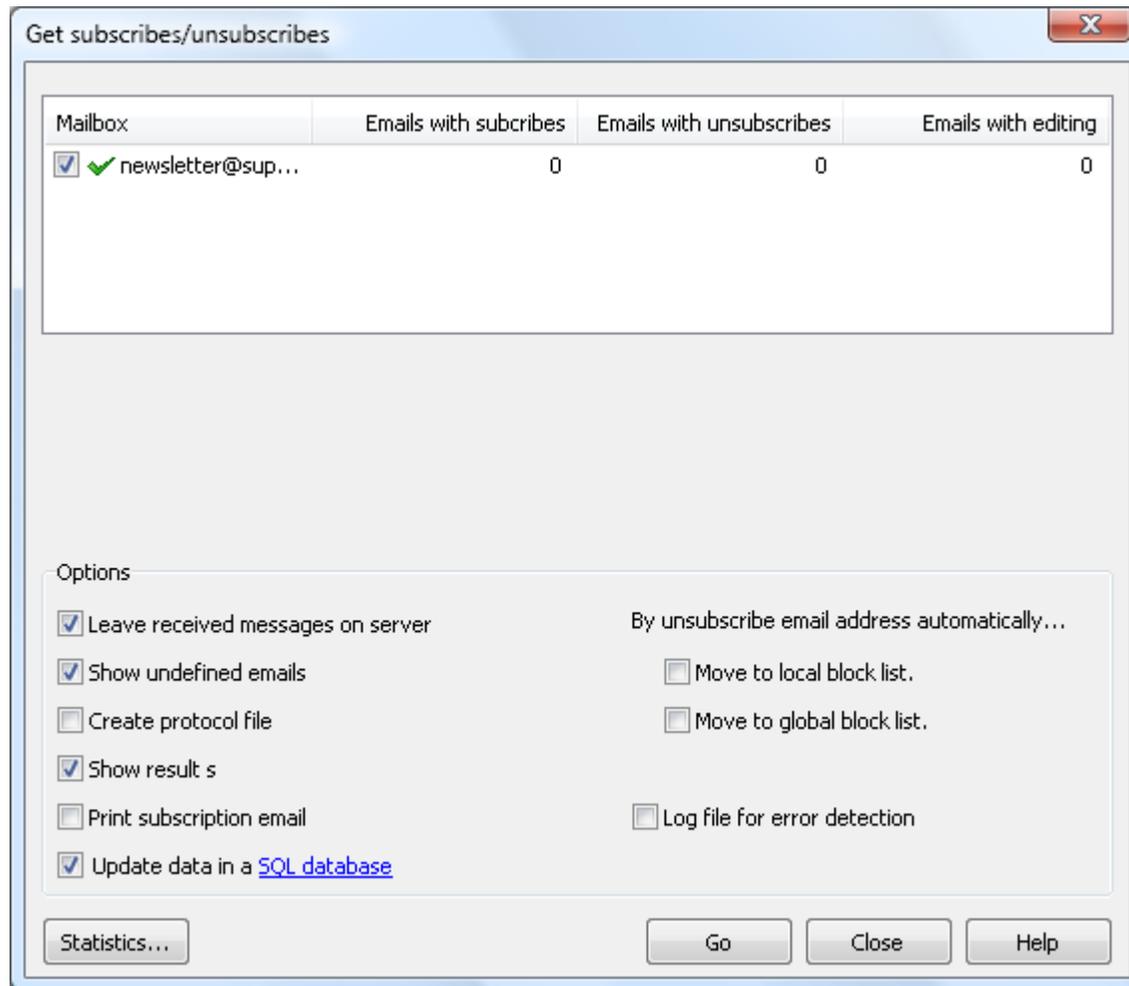
See also

[Global and local block list](#)

Check for new subscriptions and unsubscriptions

Click "Recipients of message" and after than on "Check subscribers " in order to connect to your mailbox(es). SuperMailer will fetch all messages

with defined subject from the mailbox and will add, remove or change the email recipients.



Options

Leave received messages on server	If this option is activated SuperMailer will not delete the fetched up from your mailbox. It is nor recommended to activate this option. In Microsoft Outlook SuperMailer can't delete the mails they will be moved to folder "Deleted"
-----------------------------------	--

	Objects".
Show undefined emails	Indicates the emails to you which could not assign by SuperMailer automatically. They can add and/or delete (only the email address) manually to the list of all the recipients ..
Create protocol file	This makes the production for a log file possible in the text format. You must indicate a file name before fetching up the emails.
Show results	Shows the numbers of subscription and unsubscription in a list at the end of the fetch up. This can be stored as text file.
Update data in a SQL database	<p>Activate this settings and click on "SQL database" to the define the database connection and SQL queries. In SQL queries you must use the same placeholders as defined in SuperMailer recipients list. By using the "edit" feature of the script you must use the placeholder [NewEMail] to save the new email address.</p> <p>Sample:</p> <p>On the website a HTML form with fields firstname, lastname, title and EMail will be used. A sample database was create in Microsoft Access with a table with name mytable.</p> <p>SQL query to add a new recipient to database:</p> <pre>INSERT INTO mytable (lastname, firstname, title, EMail) VALUES ('[lastname]', '[firstname]', '[title]', '[EMail]')</pre> <p>SQL query to remove a recipient from database:</p> <pre>DELETE FROM mytable WHERE EMail='[EMail]'</pre> <p>SQL query to edit/change customers data can be:</p> <pre>UPDATE mytable SET EMail='[NewEMail]' WHERE EMail='[EMail]'</pre>

Print subscription email	Prints the subscription email to the defined printer.
Save sub-/unsubscribe emails to	Allows saving subscribe/unsubscribe emails to a folder as .eml. With Mozilla Thunderbird, Outlook Express, Windows Mail or Windows Live Mail you can open email to view it.
Move to local block list	The email address will be added automatically to the local black list (only valid for the current project). Even if a renewed registration with this email address takes place, SuperMailer will send no email to the recipient. See also Global and locale block list
Move to global block list	The email address will be added automatically to the global block list (valid for all projects). Even if a renewed registration with this email address takes place, SuperMailer will send no email to the recipient. See also Global and locale block list
Log file for error detection	Activate this setting only if you have communication problems between SuperMailer and your inbox server. If this setting is activated then SuperMailer will write a file pop3.log for POP3 inbox servers or imap.log for IMAP servers to the temporary folder. Please delete the log file after analyzing it. In the log file you can see the username and password in plain text.

Undefined emails

Emails, which cannot be processed by SuperMailer automatically, can be worked on manually. You can add only the email address to the list of

all the recipient and/or delete the email address. You have to add further data manually to the recipient list by changing the recipient.

Click "Add to recipients list". If you click a twice on a email becomes a "normal" emails. This email will remain in the mailbox
Choose "remove from recipients list", in order to instruct SuperMailer to look for the sender email address in the recipient list and to let the recipient be removed from the list.

Click "Remove email", in order to let the email be deleted without further actions. Note the fact that this function is only available, if the option "Keep messages on the server" **not** activated.

Hint

If option "Keep messages on the server" is activated, then no emails are deleted from the server. If this option should be deactivated, then SuperMailer will delete the email from the mailbox, which were assigned manually by the functions "Add to recipient list" and "Remove from recipient list"

Subjects of emails for detecting newsletter subscription and unsubscriptions

All messages will be send by email to a mailbox. SuperMailer will fetch the mails in this mailbox and detects with help of the subject of email the recipient should be added, changed or removed from the recipient list. Each email must contain the text email: <email address> and other field values separated by a line break.

Hint:

All fields must be specified as name of the field in recipients list followed by a value, e.g. Name: Meter.

Example of an email to subscribe to the newsletter

From: max@mustermann.de
T: mailbox@meinebox.de
Subject: SUBSCRIBE

Email: max@mustermann.de

Example of an email to subscribe to the newsletter with the field Name:

From: max@mustermann.de

To: mailbox@meinebox.de
Subject: SUBSCRIBE

Email: max@mustermann.de
Name: Meyer

Example of an email to unsubscribe from the newsletter

From: max@mustermann.de
An: mailbox@meinebox.de
Subject: UNSUBSCRIBE

Email: max@mustermann.de

Example of an email to change the recipient

From: max@mustermann.de
To: mailbox@meinebox.de
Subject: EDIT

Email: max@mustermann.de

Example of an email to change the recipient and changing the email address

From: max@meyer.com
To: mailbox@mybox.com
Subject: EDIT

Email: max@meyer.com
New email: max_new@meyer.com

Hint: "Email:" is the actual email address. "New email:" has to be the new email address.

Example of an email to change the recipient and changing the name

From: max@meyer.com
To: mailbox@mybox.com
Subject: EDIT

Email: max@meyer.com
Name: Max Meyer

Hint: The field Name must be present in the SuperMailer list of all the recipients. Contents of the field Name of the recipient are overwritten with new contents, also then if the field Name is empty afterwards

SuperMailingList

SuperMailingList allows management of newsletter recipients online with a MySQL database and PHP scripts in mailing lists. The difference to [SuperMailer newsletter scripts](#) are the live management of recipients and sending confirmations at subscription or unsubscription of mailing list.

More information to SuperMailingList you can find in internet at <http://www.supermailinglist.de/> .

For importing recipients from SuperMailingList open the Import dialog in SuperMailer and select "from SuperMailingList". Specify the HTTP URL auf export script and username and password. The name of script is ever supermailer_import.php, e.g. http://www.supermailinglist.de/maillinglisten_verwaltung_demo/supermailer_import.php

With SuperMailinglist you can manage your newsletter recipients online. Information to SuperMailinglist you can find at <http://www.supermailinglist.de/>.

HTTP URL of SuperMailingList export script:

Username: Password:

Mailinglist(s):

Import recipients from following groups:

SuperMailingList Group	Import to SuperMailer group
<input type="checkbox"/> Gruppe 1	
<input type="checkbox"/> Gruppe 2	

Import all fields, current recipients list will be deleted!
 Import special fields only [Field assignment](#)

Import automatically on opening project file

1. Select mailing list from which recipients should be imported.
2. If there are groups created you can assign SuperMailingList groups to SuperMailer groups. For assigning groups you must set checkmark and select SuperMailer group. When there are no groups selected than all recipients will be imported to current selected SuperMailer recipients group.
3. Select "Import all fields, current recipients list will be deleted" to let SuperMailer import all fields with all information. In this case SuperMailer recipients list will be deleted completely. Select variant "Import special fields only" and click on "Field assignment" to assign SuperMailingList fields to defined SuperMailer fields to keep your current recipients list.

Recommendation for using SuperMailer and SuperMailingList together

- Name all mailing lists without special chars and blanks.
- Don't use groups in SuperMailingList.
- In SuperMailer create recipients groups with same name of mailing lists in SuperMailingList. You should use the same name because of simpler usage of unsubscription link.
- Select in SuperMailer the correct recipients group and import the recipients from same named SuperMailingList mailing list.

Unsubscribe link

Use the unsubscribe link showed in SuperMailingList Website - Subscription/Unsubscription forms. In SuperMailer copy the unsubscription link (HTML- and plaint text variant) in the fields you can find on menu Project - Unsubscribe link. Modify the script parameter ML=X to ML=[Recipients_group] in unsubscribe link to let SuperMailer use the correct recipients group name in unsubscribe link.

Sample: showed unsubscribe link in SuperMailingList for mailing list Demo_Mailing_List

*[http://www.supermailinglist.de/maillinglisten_verwaltung_demo/nl.php?ML=**Demo_Mailing_List**&F=1&Action=unsubscribe&IsHTMLForm=0&EMail=\[EMail\]](http://www.supermailinglist.de/maillinglisten_verwaltung_demo/nl.php?ML=Demo_Mailing_List&F=1&Action=unsubscribe&IsHTMLForm=0&EMail=[EMail])*

After modifying the link

*[http://www.supermailinglist.de/maillinglisten_verwaltung_demo/nl.php?ML=\[**Recipients_group**\]&F=1&Action=unsubscribe&IsHTMLForm=0&EMail=\[EMail\]](http://www.supermailinglist.de/maillinglisten_verwaltung_demo/nl.php?ML=[Recipients_group]&F=1&Action=unsubscribe&IsHTMLForm=0&EMail=[EMail])*

Insert placeholder [UnsubscribeLink] to your newsletter text (HTML and plaintext variant). SuperMailer will send the correct unsubscribe link to your recipients and they can be unsubscribe from mailing list.

See also

[Retrieve Newsletter subscription / unsubscription with SuperMailer](#)

[SuperMailingList - Update History of sent emails](#)

Global and local block lists

Your global or local block list contains all email addresses, which should be ignored for your mailings and this addresses will not be accepted for a newsletter registration. The global block list is used for all SuperMailer projects while the local block list is only used for your active project.

Open your global block list via the menu item Tools. if its open you can add, change and delete email addresses, furthermore you can import email addresses from an text file.

The menu item Tools - local block list opens the local block list. This dialog is normally used to setup your POP3/IMAP accounts to fetch [register/sign off newsletter](#) mails.

Add recipient to block list

You can configure SuperMailer to automatically add an email address to your global or local block list, by receiving an [unsubscribe newsletter](#) mail. Alternatively you can add an email address by selecting a recipient in the list of all recipients , open the context menu and choose "Add to global block list".

Saving your block list

A local block list will be saved with your project file. The global block list is stored in the following directory: <your profile>\application data\SuperMailer. If you click on "Save Program options" in the menu Files, your block list will be saved automatically.

Send settings

Click in the menu project on "Send settings". The settings in this dialog are valid only for current opened project.

Tab Email addresses

Sender email address	<p>Specify the email address which should appear as sender of the message.</p> <p>Hint: Many Providers examines the email address and permit only message sending if the email address were assigned correctly.</p> <p>If you send emails by MS Outlook this option is ignored, Outlook will use the default Outlook account settings.</p>
Displayed sender name	<p>Type in your real name in this field. This name is shown as real name when the email arrives by the recipient.</p> <p>If you send emails by MS Outlook this option is ignored, Outlook will use the default Outlook account settings.</p>
Replies are sent to email address (Reply to)	<p>Specify a valid email address to which the answer is to be sent if the recipient answers to this email.</p> <p>Hint: Not all email programs support the Reply-To function.</p>
Send a visible Copy (Cc:) of each email to this email address(es)	<p>Specify a valid email address or more than one email address separated by a comma to which a visible copy of the email should be send. This option can be used to inform an other person of email sending.</p> <p>It is not recommend to use this option because the Cc recipient is visible to the recipient of email.</p> <p>Hint: This option will be ignored if you send emails by SMAPI or directly to the server of recipient.</p>

Send a blind copy of each email to this email address(es)	Specify a valid email address or more than one email address separated by a comma to which a blind copy (not visible to the recipient) of the email should be send. This option can be used to inform an other person of email sending. Hint: This option will be ignored if you send emails by SMAPI or directly to the server of recipient.
Creation of recipient name (only by sending via SMTP server)	Enter a text or insert place holders for creating the visible recipient name. This recipient name is be shown in the recipients email program.
Create multipart emails	Activate this option so SuperMailer will create multipart emails. SuperMailer sends a HTML part and a plaintext part to each recipient. Additional information can be found under Create an email . It is recommended to use these option on HTML emails.

Tab EMail sending

Send over SMTP server of email provider

Select this setting in order to send the emails with help of a SMTP server. Pay attention to the correct configuration of your Firewall, at least Port 25 and Port 53 have to be accessible. Deactivate antivirus software before the email sending, the antivirus software or the PC can be crash if you send mass emails.

Timeout	The time indicates how long SuperMailer should wait before sending of the current email is to be canceled.
Number of threads	The number of threads (simultaneous transfer channels) indicates how much emails SuperMailer should send at the same time. The minimum amount is 1 thread, the maximum 10 threads and the default value 3 threads. Hint: If there problems with the email transfer then you have to reduce the number of threads. With sending the emails by BCC (only Professional Unlimited BCC Version) the Thread number does not play a role.

	<p>Determine the optimal number of threads</p> <p>To determine the optimal thread number you must send the email to your own account (test email). Thereafter retrieve the email and check the size of email. To get the optimal number of threads you divide your upload rate in Kbytes by the size of the email.</p> <p><u>Example DSL with 128 KBit Upload and a email size of 2 KByte</u></p> <p>As a result of the conversion Kbits in Kbytes you get a maximum upload rate of 16 Kbytes per second. Divided by 2 Kbytes (size of the email) the optimal number of threads is 8. The value of 8 is a theoretical optimum, you may stop all other internet activities during email sending and the SMTP server must ever have the same speed.</p>	
Outbox server (SMTP)	Indicate the address of the SMTP server, this can be a IP address or the name of the SMTP of server, a e.g. mail.gmx.de. A List of often used SMTP servers can be found here .	
Port	Define the Port on which SuperMailer should communicate with the SMTP server. This is normally Port 25, this setting should not be changed.	
Server requires secure connection (SSL/StartTLS)	This option should only be activated if the server this supports! Activate this setting to use a secure connection to the SMTP server.	
Authentication at SMTP server necessarily	Activate this setting to use SMTP authentication. Enter the username and password correctly. Hint: Username and password are stored encoded in the project file.	
Button "Authentication at POP3 Server"	This setting is mostly not necessary.	
	Authentication at POP3 Server before email sending necessary	You must activate this option and enter the authentication data for your POP3 account. This option is only necessary if your provider requires an authentication at the POP3 server before email sending.

		The most providers uses SMTP authentication.
	Inbox server (POP3)	Enter the address of your POP3 server, this can be an IP address or a server name. A List of often used pop3 servers can be found here .
	Port	Enter the port with which SuperMailer should communicate with the POP3 server. This is normally port 110, this setting should not be changed.
	Username and password	Enter username and password for your POP3 mailbox. Hint: Username and password are stored encoded within the project file.
Button "Envelope/Bounce email address"	Click on this button and specify an email address to which undeliverable emails (hard bounces) should be send. Undeliverable emails can be retrieved with SuperMailer-Bounce and removed from recipients list. Hints: <ul style="list-style-type: none"> ▪ Is this email address not specified than all undeliverable emails will be send to sender email address. ▪ When there are errors with SMTP authentication than leave this field blank. 	
Option "Sign emails with a digital signature"	Activate this option to sign outgoing emails with a digital signature. By activating this option email sending will be slow down and bigger emails will be created.	
Option "Add DomainKey signature"	Activate this option and enter DomainKey Selector and private key. Your administrator or Webservice provider should have more information to this settings. DomainKeys at Wikipedia	

Button "Test email sending"	Click on this button to send an email to test email sending. With this function you can simply find errors in authentication data. The test email will be send to the email address specified on tab Email addresses.
Button "More outbox servers"	<p>Click on this button to add one or more outbox servers (SMTP servers). You can also specify a limit for each outbox server (e.g. 200 emails for the first server and the next 250 emails over the second server).</p> <p><u>Use outbox server several times</u></p> <p>This option is only usable when there are not servers with "unlimited" email count is defined. Activate this option to let SuperMailer use the defined outbox servers more than one times when count of emails are greater than the defined limits of servers. Optionally you can activate "Random usage" to let SuperMailer use the defined servers randomly.</p>

 You can use this [email service provider](#) to send emails with paying a fee monthly or by email. At dashboard at customer area you can find settings for outbox/SMTP server and data for authenticating at [turbo SMTP server](#).

Send over Microsoft Outlook (2003 or newer)

Use this option in order to let the messages send with help of Microsoft Outlook. Microsoft Outlook (not Express!) must be installed on your PC and accessible by SuperMailer.

Hint:

- The sending of messages can take more time than sending by SMTP server, directly to the server of recipient or by using the own webspace/server.
- The sender address will Outlook set automatically to the default email account. Activate the option "Send emails on behalf of another exchange user" to send the emails with another email address or with the given exchange username.

- You can specify a date and time on which the emails should be send out. This option can only be used with MS Outlook and MS Exchange server or with MS Outlook 2007 or newer.

Send over Microsoft Cloud

For Exchange Online | Office 365 | Hotmail.com | Live.com | MSN.com | Outlook.com | Passport.com

This variant allows sending of emails to Microsoft server directly. Access is via https:// Protocol with a previous authentication with Microsoft Server.

For Office 365/Microsoft Azure: It should preferably be the send over SMTP server smtp.office365.com (SSL/StartTLS), because sending of emails are very faster.

For personal accounts you should use SMTP server for Hotmail.com, Live.com, MSN.com, Outlook.com odr Passport.com, because sending of emails are very faster. Sending of emails with these free accounts are limited per day.

Type of account

You must select correct account type otherwise an error will be shown.

Work or school accounts. These accounts are managed by Microsoft on behalf of organizations that use Azure Active Directory. These accounts are used to sign in to Office 365 and other business services from Microsoft.

Personal accounts (formerly known as Windows Live ID). These accounts represent the relationship between *individual* users and Microsoft, and are used to access consumer devices and services from Microsoft. These accounts are intended for personal use.

Access rights

SuperMailer requires at authentication ever rights for reading Contacts and reading/Sending emails. It is no new authentication necessary for [Importing recipients](#).

Limitations of this send variant

Email with all embedded images and attachments can't be larger than 3,9 MByte.

For multipart Emails: There are only plain HTML emails with encoding UTF-8 possible.

For plain HTML Emails: There are only plain HTML emails with encoding UTF-8 possible, Microsoft server creates plain text part automatically and sends email as multipart Email.

For plain Text Emails. Plain text email with encoding UTF-8 will be send.

As From email address you must use email address of personal account, other email addresses are not allowed.

Clients with Work or schools accounts can use any From email address of this account.

Send directly to the server of recipient

This variant permits the sending of the emails directly to the server of the recipient. SuperMailer provides all functions of a SMTP server. This means SuperMailer does necessary DNS lookups to determine the responsible MX (Mail Exchange) server of the recipient domain and sends the email directly to this server.

Hint:

- The email sending takes more time than the sending by SMTP server, since the DNS lookup takes some time. To accelerate this SuperMailer creates a DNS Cache with the last 1000 resolved domains and associated MX entries.
- It can be that errors "Relaying denied" or "sorry, that domain isn't in my cunning OF allowed rcpt hosts" are displayed. The email cannot be sent then. It is recommended to send the failed emails by the SMTP server of the email provider.
- Pay attention to the correct configuration of your Firewall, at least Port 25 and Port 53 must be accessible.
- Deactivate antivirus software before the email sending, the antivirus software or the PC can be crash if you send mass emails.

Use own web space/dedicated server to send emails

This can be used to send emails by using web space or a dedicated server. The web space/server must provide PHP4/5 support. This send options can't be used in the Standard Version or in the trial version.

[More information](#)

Send over SMAPI Interface

Use this option in order to let the messages send over the SMAPI interface (simple mail API). It must be installed an appropriate SMAPI able application on your PC and setup correctly, e.g. Microsoft Outlook, Microsoft Outlook express or Lotus Notes.

A further configuration for the email sending is not necessary.

Hint:

- The sending of messages can take more time than sending by SMTP server, directly to the server of recipient or by using the own webspace/server.
- You can only send plaintext emails.

Tab Extended

On tab extended you can setup the email delivery. Most settings are only important if the emails are send over a SMTP server of your provider.

Always return receipt	Activate this setting so that every recipient send a notice of receipt as soon as the message was read. Hint: Not all providers and/or email application supports this function.
Send blind copy of each email to my sender address	Use this setting in order to receive a copy from each sent email. The recipient of the email won't see that you have received a copy. Hint: If you send e.g. 10000 emails, then you will receive 10000 emails!
Use ESMTP	Activate this setting only if your email provider and/or email server requires this. This is an outdated authentication standard for SMTP servers and is only rarely used.
Save error codes and error text to recipient list	Activate this option and select two field names in your list of recipients. SuperMailer will save the error code and error text in this fields while sending the emails.

Save date of last email sending to recipient list	Activate this option and select a field name in your list of recipients. SuperMailer will save the date of email sending in this field while sending the emails.

Tab BCC sending

This settings are **only** available to customers of the **Professional Unlimited BCC version**.

By sending per BCC (blind carbon copy) an email can be sent to several recipients at the same time. You can use this function only if you are using the sending options "by Microsoft Outlook", "by SMTP server of email provider" or "use own webspace/dedicated server". Your email provider must support the sending of BCC emails. While using this function no fields for personalization of message can be used.

maximally number of blind copies should be sent at once	Specify the number of recipients (email addresses) to which a blind copy are to be sent at the same time. A larger number of recipients are resulting in a faster email sending. Hint: Not every email provider supports the transfer by BCC and/or the number of BCC recipients is limited. Request your email provider if you have problems while sending emails as BCC messages.
Which email address should be used in the "To" field?	An email must own a sender and a recipient. Both addresses are visible to the recipient of an email. The blind copies recipients are invisible for the recipient of the blind copy. Define the email address which will be visible in the "To" field of the email and so to each recipient.

Tab Limits

Pause between each email	Specify a time value to let SuperMailer make an break between each email that should be send.
Pause email sending	With this option you can stop the email sending for a certain time. You can use this function to let SuperMailer wait if your provider limits email sending e.g. within 5 minutes only 500 mails.
Limit bandwidth usage while sending	Activate this options and specify a value in Kbit/s to limit the bandwidth usage while sending emails.

emails	<p>You can click on button "Hint" to get informations for calculating Byte to Bit values.</p> <p>Reduction of bandwidth usage will result in a slower email sending process.</p>
Limit to send emails	<p>Use this option when your outbox server does only accept a defined count of emails in a time interval e.g. 1000 emails in 30 minutes.</p> <p>Specify the emails that SuperMailer can send in the defined interval. Is email sending quicker than SuperMailer will wait for remaining time.</p>

Tab Header of email

This function can only be used in professional versions.

You can add own email header fields to your email e.g. customer numbers. The header fields are not applicable with sending options "SMAPI" and "Microsoft Outlook". If you specify your own header fields the email could be identified as a spam mail therefore test with several email servers the correct delivery.

The following header fields are reserved you can't use or modify this fields:

Message-Id, X-Mailer, X-Mailer-Version, X-Sender, Status, X-MimeOLE, Sender Return-Path, Received, X-ClientAddr, DomainKey-Signature, From, To, Cc, Bcc, References, Subject, Date, MIME-Version, Content-Type, Content-Transfer-Encoding, X-Priority, X-MSMail-Priority, content-class, X-MS-Has-Attach, X-MS-TNEF-Correlator, Thread-Topic, Thread-Index, X-OriginalArrivalTime, X-MIME-Autoconverted, X-MSMail-Priority, Priority, X-Originating-IP, X-Originating-Email, Importance, In-Reply-To, Reply-To, X-ID, X-TOI-MSGID, X-Spam-Checker-Version, X-Spam-Level, X-Spam-Status, X-UIDL, UIDL

Profiles

With profiles you can save your send data (email addresses, SMTP server...) to use in new projects. By creating a new project you can load the saved data and must not input the data again.

Hint:

The profiles are stored encoded in the Windows registry so that unauthorized accesses is not easily possible. With reinstallation of SuperMailer or new installation of windows these data will be lost.

Examples of SMTP and POP3 server of some Provider

Provider	POP3-Server	POP3-Port	SMTP-Server	SMTP-Port	username
eplus-online.de	mail.eplus-online.de	110	mail.eplus-online.de	25	Your username
1&1	pop.profimailer.de	110	smtp.profimailer.de	25	Your username
1&1	pop.onlinehome.de	110	mail.onlinehome.de	25	Your username
1&1/Puretec	pop.puretec.de	110	smtp.1und1.com mit SMTP Auth	25	Your mailbox number
arcor.de	pop3.arcor.de	110	mail.arcor.de postman.arcor.de	25	Your username
cityweb.de	pop3.cityweb.de	110	SMTP.cityweb.de	25	Your username
compuserve.de	pop.compuserve.de	110	smtp.compuserve.de	25	Your username
freenet.de	pop3.freenet.de	110	mx.freenet.de mit SMTP Auth	25	Your username
gmx.net; gmx.de	pop.gmx.net	110	mail.gmx.net mit SMTP Auth	25	Your customer number
lycos.de	pop.lycos.de	110	smtp.lycos.de	25	Your username
ngi.de	pop.ngi.de	110	smtp.ngi.de	25	Your customer number
t-online.de	pop.t-online.de	110	mailto.t-online.de	25	Your customer number
vr-web.de	mail.vr-web.de	110	mail.vr-web.de	25	Your username
web.de	pop3.web.de	110	smtp.web.de	25	Your username without @web.de
yahoo.de	pop.mail.yahoo.de	110	smtp.mail.yahoo.de	25	Your username without @Yahoo.de
tiscalinet.de	pop.tiscalinet.de	110	smtp.tiscalinet.de	25	Your username
	pop.nikocity.de	110	smtp.nikocity.de	25	Your username
	pop.addcom.de	110	smtp.addcom.de	25	Your username
	pop.worldonline.de	110	smtp.worldonline.de	25	Your username
	mail.surfeu.de	110	mail.surfeu.de	25	Your username
	pop.planet-interkom.de	110	mail.planet-interkom.de	25	Your username
	pop.12move.de	110	smtp.12move.de	25	Your username
	mail.tiscali-dsl.de	110	mail.tiscali-dsl.de	25	Your username

Send your emails

If all [recipients](#) are defined, your [email created](#) and all [files attached](#) you can send your emails. Check in menu Project - [Send settings](#) the settings for the email addresses, your Real name and the Message sending options.

Click on button "Send messages now" or select on menu Project "Send messages now" to start the email sending.

SuperMailer will now check all your settings, is one setting not correct the button "Send now" will be grayed and you will found errors in the list "Conclusion and error checking".

Hint: To see all errors you can maximize the window.

Errors and solvings

Error	Solving
The field "X" does not exist.	<p>Check the email text (Email as HTML and Email as plaintext) for correct writing of fieldnames.</p> <p>All values in angularly brackets [] are fields in SuperMailer. If you have used text in brackets then change it to round brackets () or comment out the brackets with a backslash \. Sample: [value] can be changed to \[value\], if SuperMailer sends the message it will be changed back to [value].</p> <p>Should you use pictures with e.g. [1] in the filename then rename the picture on your hard disk and remove the [1]. In SuperMailer right click on the picture, select Picture properties and change the filename.</p> <p>JavaScript often contains values in angularly brackets, remove the JavaScript block completely. JavaScript will not executed in the email program or the email program is'nt show the email.</p>
You didn't select any email recipient!	Click in the left SuperMailer "Outlook" bar on "Recipient of message" and set one (or more) checkmarks to the recipients.
You have not entered a subject for the email.	Click in the left SuperMailer "Outlook" bar on "Text of message" and enter the subject of message.
Your email contains no text.	Click in the left SuperMailer "Outlook" bar on "Text of message" and type in a text of message for the HTML

	and plaintext part.
The attachment X was not found.	One ore more attachments exists (anymore) or SuperMailer hasn't enough access rights to read the file. Change the rights for the file or copy the file to another folder so SuperMailer can access the file.
%s contains an UNC name, this is'nt supported yet. Please use only drive letters e.g. Z:\pic.gif.	Files on network shares without a drive letter can't be used. Assign a driver letter or copy the file to the local computer. After then right click on the picture and change the location to the new drive or folder.
Personalized attachments are not usable by sending per BBC	Personalized attachments can't be used by sending emails with the BCC option. Open menu Project - Send settings and remove the checkmark at the BCC option.
The sending per BCC is only possible if the email is send by SMTP server of email provider, by Microsoft Outlook or with help of your webspace/dedicated server	Open menu Project - Send settings and select the correct send option.

Is the email correct and the button "send now" is click able, then you should send a test email. Click on button "Test email" to send a test email to the entered email address. SuperMailer ever sends the email with recipient data of the first recipient only the email address will be replaced to the entered one.

It is recommended to send a test email!

Is the test email correct then you can click on "Send now" to send the emails to all recipients of you recipient list with a checkmark.

Hints:

- If you have files attached to your email, then they will be encoded with the first email. Depending on file size it may take some time.

The attachments will be encoded only once a time, every other email will use this encoded content.

- SuperMailer will send one email after another, so this takes depending on your internet connection some time.
- The most SMTP servers validates an email address before sending them to the target server, so if this address isn't correct it will not accepted by the server. Every not accepted email will be marked as "failed". You can try again later to send them by clicking on "select recipients" -> "Select failings".
- SuperMailer shows a progress bar during his work and shows an ETF. After finishing the mail sending you can save a text or HTML report to a file.

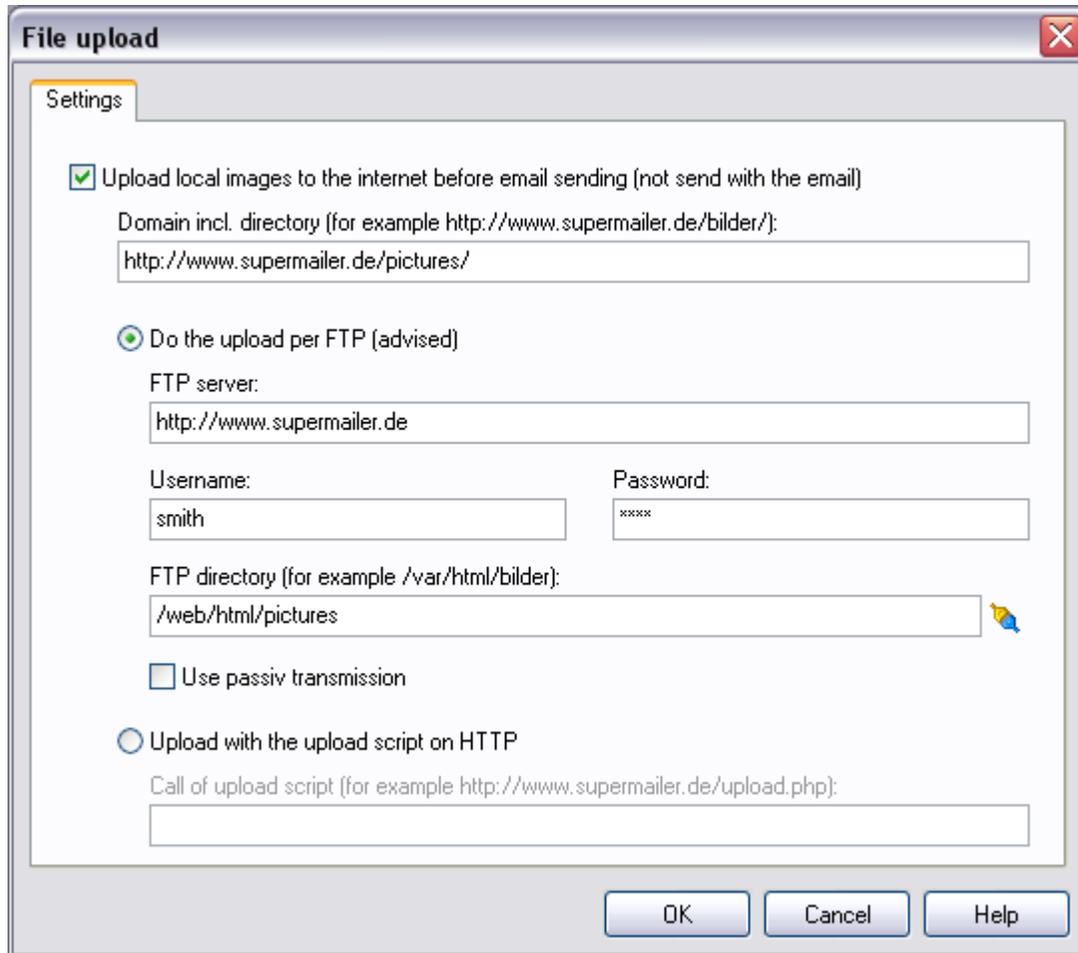
Use file upload

The built-in upload function can be used to upload local files to the internet before sending the emails. This feature is only for HTML emails, attachments won't be uploaded.

If you don't use this feature all local files included in your HTML email will be sent with the email, so your email grows bigger. On the other hand your recipient can read your email without an internet connection.

Upload settings

You can change these settings by clicking on menu item Projects - File upload, these settings are only valid for the current project.



Upload local pictures before sending	Activate this setting and your pictures will be uploaded to the internet before your mails are send.
Domain incl. directory (http://int.supermailer.de/bilder/)	Please insert a complete URL containing: http://<domainname>/<subdirectory>/. These information helps SuperMailer to convert local path to web addresses.

	<p>hint: If your input isn't correct your recipient won't see any pictures. Please test this function with an test email.</p>
--	--

You can upload your files via FTP or via a HTTP upload script. It is recommended that you use FTP. If you use a company network FTP can be blocked with a firewall, so you can use the HTTP upload script.

FTP Upload setup

Connection type	<p>Select connection type. At login area of your web space provider you can find information about required connection type.</p> <p>You can select:</p> <ul style="list-style-type: none"> ▪ FTP (Port 21), unsecured ▪ FTPS (explicit FTPS, Port 21), secured ▪ FTPS (implicit FTPS, Port 990), secured ▪ SFTP (Port 22), secured, based on SSH
Port	Change port only when your web space provider requires this explicitly.
FTP Server	<p>Insert Server name or IP address of your FTP server.</p> <p>If you don't know it, ask your webspace provider</p>
login / password	<p>Insert your username and your FTP password.</p> <p>If you don't know it, ask your webspace provider</p>
FTP directory	Define the directory in which SuperMailer should change if you want to upload files. To choose a directory you must enter a FTP server and provide your login and password.

	<p>hint: FTP directory and domain including subdirectory have to be correct, so that any email application can find your pictures.</p> <p>If you don't know it, ask your webspace provider</p>
Use passive transfer	If you have problems uploading your files activate this setting.

HTTP upload setup

Call of upload script	<p>insert HTTP URL including the name of this script.</p> <p>more information: setting up upload the script</p>
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setting up the upload script

You can use our upload script `upload.php` as substitute for FTP transfers. This script can be found in your SuperMailer directory. You have to upload this script once via FTP to your web space, after that you can upload files without FTP. This script should be reconfigured before uploading it, so that your upload files are copied into the right directory.

hint

You should change the filename of this script, because that not everyone can put files on your web space.

You can also use this script for [tracking purposes](#) and to upload files.

changing the script configuration

1. open this script with an text editor (not Word or WordPad!)
2. search for:

```
# Upload directory with / at the end of path
# the upload directory is the complete directory from the root directory
# the directory can be differ from ftp upload directory
# under linux you should chmod the directory with rights 777
```

```
$UPLOADDIR="/home/www/tracking/";
```

3. Change the value of \$UPLOADDIR from /home/www/tracking to your directory.
4. Save this script and upload it on your server/webpace.

If you don't know the correct directory, then ask your webspace provider

more information:

[Setting up the tracking function](#)

Setting up the tracking function

The tracking function makes possible to determine how often HTML newsletters opened and how often Hyperlinks in the newsletter were clicked.

Conditions of using the tracking function

- Own Web space or own Web server with support for PHP 4/5/7, MySQL 3.2x and newer or MSSQL Server 2005 and newer. The login data to the SQL data base and for the access by FTP must be present.
- The newsletter must be in HTML format. Only if the recipient opens the newsletter in HTML format the tracking function works.
- MySQL database should be created with charset utf8_unicode_ci, otherwise unicode characters are not stored correctly.

References to the tracking function

As soon as the tracking function was set up, before the sending of the emails the necessary scripts are transferred to your Web space / server and the necessary tables are created, if these does not exist yet. For each email sending new tracking IDs are produced, so that you can create a statistic for each email campaign afterwards. It is not possible to use the IDs of an old campaign.

The tracking function is only available starting from the SuperMailer Professional Limited version.

Prepare the project for tracking function

Click in the menu Project on Tracking to open the assistant for setup the tracking function parameters.

In the showed window you must select "Set/modify this project, so that the tracking function is possible" and click on "Next".

Select the transfer mode, which SuperMailer should use to upload the tracking scripts.
Select FTP in order to let the data directly transferred by FTP. This is the recommended variant.

In firms it is often not possible to set up a direct FTP connection, in this case you should select the transmission with help of the upload script by HTTP. [See also: setting up the upload script](#)

Click "Next" to fill in the needed data.

If you have selected the type of the transmission over FTP.

Select Connection type, change port only when you web space provider requires this. Enter FTP server, FTP user name and FTP password. The option "Use passive mode" should be selected for (A)DSL connection or if problems occur while uploading the scripts.

Enter the FTP upload folder or create/select the folder by clicking on the button. It is recommended to create a sub folder. In the sub folder SuperMailer should place the tracking scripts.

At the end you must enter the HTTP request inclusive sub directory, so that SuperMailer must add only the name of the scripts for the request by HTTP.

Click "Next" to enter the data for the MySQL Server connection.

If you have decided to use the variant to transmit the scripts per upload script.

See also [setting up the upload script](#)

Enter the HTTP request inclusive name of the upload script.

At the end you must enter the HTTP request inclusive sub directory, so that SuperMailer must add only the name of the scripts for the request by HTTP.

Click "Next" to enter the data for the MySQL Server connection.

Select the database type. In most cases it should be a MySQL database.

Enter to the name of the SQL database server, this can be the name of the SQL server itself or an IP address. By using Microsoft SQL Server you must enter the complete server name with \ e.g. my-server\sqlexpress.

Enter to the name of the SQL database, into the installation script can create the necessary tables.

If a user name and a password is necessary for the access to the SQL database, then enter these data.

Hint

The password is saved encoded in the SuperMailer project.

Click "Next" to select tracking options for this campaign.

Input a name for the campaign and enter a password for the campaign.

Hint: The indication of the password is not necessary, however a password should be entered, so that the statistics data cannot be called up by external persons.

The IP blocking option

IP blocking can be used for correct counting of email opening rate. If the recipient opens your email more than once and he has the same IP address it will be counted only once a time.

Select which statistics are to be produced. Available are

- Opening statistics without date / time, only the sum of the openings of email is counted
- Opening statistics with date / time, it is logged the sum of the openings after date and time. In the evaluation you can see thereby, on which days and to which time your email was opened.
- Counting of the clicks on hyperlinks without storage of date / time, produced is a sum of the clicks
- Counting of the clicks on hyperlinks with storage of date / time, every click is logged with date and time. In the evaluation you can see thereby, on which days and to which time hyperlinks were clicked.

Click on "Define picture" to select an own picture from your email text. This picture will be used instead of the 1x1 counting pixel to make the opening statistic possible.

Click "Next" to select hyperlinks, which are to be included in the tracking statistic.

URGENT INFORMATION:

The usage of recipient tracking can be contradict against privacy terms of your country. You must inform yourself about legal regulations in your country and you are responsible for all legal measures.

Activate the option "Use recipient tracking" and select an unique field identifier. The field must contain a unique string for each recipient.

Click "Next" to select hyperlinks, which are to be included in the tracking statistic.

SuperMailer will select and show all hyperlinks of your HTML document.
Hyperlinks with a hyperlink symbol and with checkmark are used in the tracking statistic.

Hint: Hyperlinks, which are provided with a red cross, does not exists in the document. This is only the case, if you call the assistant a second time.

Click "Next" and "Finish"

setting up the upload script

You can use our upload script `upload.php` as substitute for FTP transfers. This script can be found in your SuperMailer directory. You have to upload this script once via FTP to your web space, after that you can upload files without FTP. This script should be reconfigured before uploading it, so that your upload files are copied into the right directory.

hint

You should change the filename of this script, because that not everyone can put files on your web space.

You can also use this script for [file uploading purposes](#).

changing the script configuration

1. open this script with an text editor (not Word or WordPad!)
2. search for:

```
# Upload directory with / at the end of path  
# the upload directory is the complete directory from the root directory  
# the directory can be differ from ftp upload directory  
# under linux you should chmod the directory with rights 777
```

```
$UPLOADDIR="/home/www/tracking/";
```

3. Change the value of `$UPLOADDIR` from `/home/www/tracking` to your directory.
4. Save this script and upload it on your server/webspace.

If you don't know the correct directory, then ask your web space provider

See also

[Create tracking statistics](#)

[Using the file upload](#)

[Usage of own webspace/dedicated server to send emails](#)

Create a tracking statistic

If you have dispatched your mails and our are the opinion that the first users have read it, you can fetch the stats

1. Click on menu Project on Tracking.
2. Choose "Call tracking statistic from web" and click on "proceed".
3. The name of the Campaign is shown, type your password if you have selected one.
4. Click on "Update list", SuperMailer will fetch the stats.
5. Choose the date and the time of the dispatch for that you want the statistics.
6. Click on "Create statistics" to display the statistic.

Hints

- In the statistic window you can see the different kinds of statistics. On the left side there is a list where you can change the kind of statistics
- If you want to fetch the statistic of a designated day, click on the button to choose the date. Then you will see a calendar. On this calendar there are all days marked where a statistic is available. Only for this day you can have a statistics.
- To store the statistics as a HTML file, click on "Save as HTML ". Note that the size of the graphic is as big as the size of the statistic window

Retrieve statistics with your browser

You can also see the statistics in plain text with you browser. Enter the tracking HTTP URL with scriptname webstat.php in your browsers addressbar.

Sample: Tracking HTTP URL is <http://int.supermailer.de/tracking/> then you must enter <http://int.supermailer.de/tracking/webstat.php> to see the statistics in your browser.

Setting up newsletter archive

You can use the newsletter archive to let your website visitors take a look of your old newsletters.

Requirements

- Web space/dedicated server with PHP4/5/7 support
- Possibility to upload files per FTP or HTTP (upload script)
- caching of pictures and attachments must be activated in the program options (default is activated)

Changing layout of newsletter archive

It is recommended to change the layout of newsletter archive so it looks like your website. You must edit the files na_start.htm, na_year.htm, na_day.htm and na.css in the SuperMailer program folder. This files should be copied in an own folder and this folder should be specified as template folder.

The HTML files are containing placeholders as HTML comments. This comments will be replaced by the script. Rules for replacements:

1. Values in comments `<!--NAME/-->` will be replaced by strings defined in file strings.inc.php.
2. Values in comments blocks `<!--NAME_BEGIN/-->` and `<!--NAME_END/-->` will be used more than once. e.g. to show more than one year or entries of archive.
3. Values in comments blocks `<!--NAME_IF_FIRST_BEGIN/-->`, `<!--NAME_IF_FIRST_END/-->`, `<!--NAME_IF_LAST_BEGIN/-->`, `<!--NAME_IF_LAST_END/-->` will only be used if it is the first or last entry.

All comments are file specific, you can only use the comments they are predefined in the template file.

Calling script as HTML variant

If you call the script without parameters it will show the start page of newsletter archive. You should use this variant to link it with your own website.

Calling script as RSS feed

Add parameter ?showRSS=x (x can be a random value) to http:// URL to show the newsletters of current year as RSS feed. By adding &showAll=y (y can be a random value) additionally all newsletters in newsletter archive will be shown as RSS feed.

Setup of newsletter archive

On menu Project you must select "Newsletter archive" to configure the script.

Urgent hints

- You should use an own directory on your webspace because the archive will be consists of many files.
- For each project you must create an own newsletter archive. It is not possible to move files from one archive to another.
- Do not access with more than one SuperMailer instance to the newsletter archive files this can cause data loss.
- Attachments of the email will not be saved in the newsletter archive.

Tab informations

Option	Hints
Activate newsletter archive function	Activate this option to use the newsletter archive. SuperMailer will upload the files and scripts to your website before the email sending process will start.
Folder with template files (blank = program folder)	To use more than one project with an own newsletter archive you can use different newsletter archive template files. Should you use only one project than you can leave the filed blank. In this case SuperMailer will use the template files from the program folder. If you use more than one project file you should copy the template files na.css, na_day.htm, na_start.htm and na_year.htm in own folders and change the layout of these files. This folder you must specify as templates folder.
Username/Password	Specify username and password to protect the newsletter archive.

	This data will be used by removing entries from the newsletter archive.
--	---

Tab Upload

Option	Hints
Domain incl. directory	Enter the complete URL with http:// and directory. The directory must be corresponded with the FTP directory or the upload directory in the script upload.php . Hint: Is the URL not correct than SuperMailer will generate an error message and you must correct the URL.
Filename of script	Enter the name of PHP script. The script must have the file extension .php otherwise it will not be executed. In the filename of the script you should only use the letters A-Z (a-z), the numbers 0..9 and underline or hyphen.
<p>Select the transfer mode which SuperMailer should use to upload the files and the script. Select FTP in order to let the data directly transferred by FTP. This is the recommended variant.</p> <p>In firms it is often not possible to set up a direct FTP connection, in this case you should select the transmission with help of the upload script by HTTP. See also: setting up the upload script</p> <p>FTP upload</p> <p style="padding-left: 40px;">Connection type</p> <p style="padding-left: 80px;">Select connection type. At login area of your web space provider you can find information about required connection type.</p> <p style="padding-left: 80px;">You can select:</p> <ul style="list-style-type: none"> ▪ FTP (Port 21), unsecured ▪ FTPS (explicit FTPS, Port 21), secured ▪ FTPS (implicit FTPS, Port 990), secured 	

- SFTP (Port 22), secured, based on SSH

Port Change port only when your web space provider requires this explicitly.

FTP Server Enter the FTP server name or IP address of FTP server.
Information for the FTP server you can get from your ISP.

FTP Username / FTP Password Enter username and password for FTP access.
Information for the FTP server you can get from your ISP.

FTP directory Select the FTP directory to upload the files and the script. In order to select the directory you must specify FTP server, username and password.
Hint:
FTP directory and domain incl. directory must correspond.

Use passive mode The option "Use passive mode" should be selected for (A)DSL connection or if problems occur while uploading the scripts.

HTTP Upload

URL of upload script If you have decided to use the variant to transmit the scripts per upload script.
See also [setting up the upload script](#)

Enter the HTTP request inclusive name of the upload script.

Tab Appearance

Activate the option "Change colors and fonts (by using own layouts you must deactivate it)" to change the colors and fonts. You must deactivate it if you have defined your own style sheets in file na.css.

Tab Default texts

The default texts can be change as you like. Please do not specify to long texts this can be cause problems on the website.

Placeholders

In the field "Headline of page after selecting a year" you can specify the placeholder \$NewsletterYear\$, the script will replace this placeholder with the selected year.

In the field "Text for one email entry" you can use the placeholders:

- [NewsletterDate] = Sent date of email
- [NewsletterYear] = Sent year of email
- [NewsletterMonth] = Sent month of email
- [NewsletterDay] = Sent day of email
- [NewsletterWeekNumber] = Sent week number of email
- [NewsletterDayName] = Day name of sent email

Tab Imprint

Should the script show on each webpage your imprint than activate the option "Show imprint" and type in (or copy in) your imprinz.

Tab Replacements

In personalized emails you can use placeholders for the name or title this placeholder must be replaced with neutral texts. You can now specify default texts for the placeholders.

Tab Header

This values will be written in the invisible header of the HTML page. The values can improve the search engine position.

Tab Social Network

Activate this option to post a Twitter tweet or Facebook message with link to new newsletter archive entry.

See also

[Remove entries from newsletter archive](#)

Setting up the upload script

You can use our upload script `upload.php` as substitute for FTP transfers. This script can be found in your SuperMailer directory. You have to upload this script once via FTP to your web space, after that you can upload files without FTP. This script should be reconfigured before uploading it, so that your upload files are copied into the right directory.

hint

You should change the filename of this script, because that not everyone can put files on your web space.

You can also use this script for [file upload](#), [tracking](#) or the [newsletter archive](#).

changing the script configuration

1. open this script with an text editor (not Word or WordPad!)
2. search for:

```
# Upload directory with / at the end of path
# the upload directory is the complete directory from the root directory
# the directory can be differ from ftp upload directory
```

```
# under linux you should chmod the directory with rights 777
```

```
$UPLOADDIR="/home/www/tracking/";
```

3. Change the value of \$UPLOADDIR from /home/www/tracking to your directory.
4. Save this script and upload it on your server/web space.

If you don't know the correct directory, then ask your web space provider

Remove entries from newsletter archive

Removing entries from newsletter archive is only possible if the newsletter archive is configured and one or more emails are sent. To remove entries from archive you must click on "Remove entries from newsletter archive..." to see all entries.

Hints

- Do not access with more than one SuperMailer instance to the newsletter archive files this can cause data loss.
- All selected years and entries will be deleted after clicking on the button "save". After clicking on "Save" it can take some time before SuperMailer has updated the newsletter archive files.
- Removed years or newsletter archive entries are not recoverable, all HTML files and informations will be removed on the webspace. Images and other files will not be deleted because they can be used in other HTML files.

Removing years

On the list you must select a year after than click at button "Remove Year" to remove the year and the newsletter archive entries for this year. After than you can click on "Recall Year" to undelete the year an newsletter archive entries.

To remove the year and newsletter archive entries permanently you must click on button "Save".

Remove single entries

On the email list select the entry which should be deleted. Click at button "Remove entry" to remove the entry. You can click on "Recall entry" to undo this action.

To remove the newsletter archive entries permanently you must click on button "Save".

See also

[Setting up newsletter archive](#)

Google Analytics

Google Analytics is a web analytics tool that gives you information about your website traffic and website visitors. You can also monitor and analyzing tagged links in HTML newsletters. To use Google analytics you must create a [Google Analytics account](#).

Google Analytics is a service of Google Inc., USA it is not part of newsletter software SuperMailer.

Google Analytics and SuperMailer

For setting up Google Analytics in menu Project select "Google Analytics". Activate marking links with tags and fill in mandatory fields marked with a star. Information to this fields you can find at Google web page <https://support.google.com/analytics/answer/1033867?hl=en> . SuperMailer will mark links with tags before sending email newsletters automatically.

Google Analytics with SuperMailer Tracking

You can use [SuperMailer Tracking](#) and Google Analytics together. SuperMailer tracking scripts will forward Google analytics parameters to target website automatically.

Alternative browser link

The alternative browser link can be placed in the text part of the email (only in multipart emails) or at the beginning of the HTML email. The recipient can click on the link to show the newsletter in the defined default browser, e.g. pictures not shown correctly in the email.

Requirements

- Web space/dedicated server with PHP4/5/7 support
- Possibility to upload files per FTP or HTTP (upload script)
- caching of pictures and attachments must be activated in the program options (default is activated)

Embedded images will be uploaded to the web space if you use the [Newsletter archive](#) than you can upload the images to the same FTP folder this will save web space.

Usage of the link

In the text part of the email you must insert the placeholder [AltBrowserLink].

In the HTML part you must select the text which should be the link. Click on the button "Link" after than click on the button to insert a placeholder and select [AltBrowserLink].

Removing link while showing newsletter in browser

In Source code window (only HTML variant) you must insert HTML comments `<!--AltBrowserLink_begin/-->` and `<!--AltBrowserLink_end/-->`. While showing newsletter in browser the link or text with link will be removed.

Tab Upload

Option	Hints
Domain incl. directory	Enter the complete URL with http:// and directory. The directory must be corresponded with the FTP directory or the upload directory in the script upload.php .

	<p>Hint: Is the URL not correct than SuperMailer will generate an error message and you must correct the URL.</p>								
Filename of script	Enter the name of PHP script. The script must have the file extension .php otherwise it will not be executed. In the filename of the script you should only use the letters A-Z (a-z), the numbers 0..9 and underline or hyphen.								
<p>Select the transfer mode which SuperMailer should use to upload the files and the script. Select FTP in order to let the data directly transferred by FTP. This is the recommended variant.</p> <p>In firms it is often not possible to set up a direct FTP connection, in this case you should select the transmission with help of the upload script by HTTP. See also: setting up the upload script</p> <p>FTP upload</p> <table border="0" data-bbox="159 699 2076 1401"> <tr> <td data-bbox="159 699 734 1114">Connection type</td> <td data-bbox="734 699 2076 1114"> <p>Select connection type. At login area of your web space provider you can find information about required connection type.</p> <p>You can select:</p> <ul style="list-style-type: none"> ▪ FTP (Port 21), unsecured ▪ FTPS (explicit FTPS, Port 21), secured ▪ FTPS (implicit FTPS, Port 990), secured ▪ SFTP (Port 22), secured, based on SSH </td> </tr> <tr> <td data-bbox="159 1121 734 1177">Port</td> <td data-bbox="734 1121 2076 1177">Change port only when your web space provider requires this explicitly.</td> </tr> <tr> <td data-bbox="159 1209 734 1305">FTP Server</td> <td data-bbox="734 1209 2076 1305"> <p>Enter the FTP server name or IP address of FTP server.</p> <p>Information for the FTP server you can get from your ISP.</p> </td> </tr> <tr> <td data-bbox="159 1361 734 1401">FTP Username / FTP Password</td> <td data-bbox="734 1361 2076 1401">Enter username and password for FTP access.</td> </tr> </table>		Connection type	<p>Select connection type. At login area of your web space provider you can find information about required connection type.</p> <p>You can select:</p> <ul style="list-style-type: none"> ▪ FTP (Port 21), unsecured ▪ FTPS (explicit FTPS, Port 21), secured ▪ FTPS (implicit FTPS, Port 990), secured ▪ SFTP (Port 22), secured, based on SSH 	Port	Change port only when your web space provider requires this explicitly.	FTP Server	<p>Enter the FTP server name or IP address of FTP server.</p> <p>Information for the FTP server you can get from your ISP.</p>	FTP Username / FTP Password	Enter username and password for FTP access.
Connection type	<p>Select connection type. At login area of your web space provider you can find information about required connection type.</p> <p>You can select:</p> <ul style="list-style-type: none"> ▪ FTP (Port 21), unsecured ▪ FTPS (explicit FTPS, Port 21), secured ▪ FTPS (implicit FTPS, Port 990), secured ▪ SFTP (Port 22), secured, based on SSH 								
Port	Change port only when your web space provider requires this explicitly.								
FTP Server	<p>Enter the FTP server name or IP address of FTP server.</p> <p>Information for the FTP server you can get from your ISP.</p>								
FTP Username / FTP Password	Enter username and password for FTP access.								

Information for the FTP server you can get from your ISP.

FTP directory

Select the FTP directory to upload the files and the script. In order to select the directory you must specify FTP server, username and password.

Hint:

FTP directory and domain incl. directory must correspond.

Use passive mode

The option "Use passive mode" should be selected for (A)DSL connection or if problems occur while uploading the scripts.

HTTP Upload

URL of upload script

If you have decided to use the variant to transmit the scripts per upload script. See also [setting up the upload script](#)

Enter the HTTP request inclusive name of the upload script.

Tab Replacements

Select "Let fields for personalizing in the email text, link should contain the fields" to create a personalized browser link.

Hints

If your email text contains too many fields than the link could be cut by the browser in this case not all fields will be submitted to the script.

The variant "Remove all fields for personalizing" removes all personalizing fields from the email text the email could be unreadable.

Use the variant "Replace with following texts (undefined fields will be deleted)" to define replacements for the personalizing fields.

setting up the upload script

You can use our upload script upload.php as substitute for FTP transfers. This script can be found in your SuperMailer directory. You have to upload this script once via FTP to your web space, after that you can upload files without FTP. This script should be reconfigured before uploading it, so that your upload files are copied into the right directory.

hint

You should change the filename of this script, because that not everyone can put files on your web space.

You can also use this script for [file upload](#), [tracking](#) or the [newsletter archive](#).

changing the script configuration

1. open this script with an text editor (not Word or WordPad!)
2. search for:

```
# Upload directory with / at the end of path
# the upload directory is the complete directory from the root directory
# the directory can be differ from ftp upload directory
# under linux you should chmod the directory with rights 777
```

```
$UPLOADDIR="/home/www/tracking/";
```

3. Change the value of \$UPLOADDIR from /home/www/tracking to your directory.
4. Save this script and upload it on your server/web space.

If you don't know the correct directory, then ask your web space provider

Feedback link

Feedback link can be used by email recipient to send a message to your email address without having an email client installed. You should not use mailto: links because they can only be used if recipient has an email client installed.

Hint: Feedback link is only useable in editing mode WYSIWYG editor or wizard. You can't use it in plain text emails..

Requirements

- Own webspace/dedicated server with PHP4/5 support
- Possibility to upload files per FTP (recommended) or use the upload script,
- you must send HTML emails or multipart emails,
- encoding of email must be iso-8859-1 or utf-8.

Usage of link

In HTML part of email select the text which should be a link. Click on button "Link", select "Feedback link" and insert placeholders as parameters.

Don't insert link in plain text part of email. Plain text part must be created from HTML part automatically. (default activated).

Parameters and placeholders for feedback link

Parameters and placeholders can be changed only if you insert the link with button "Link" or change hyperlink properties (right click on link). Don't specify placeholder in HTML sourcecode!

Click in Link dialog on button  to set parameters of link.

You can specify as many parameters with texts or placeholders as you need, all of them will be sent with the feedback email.

Use parameter messagetext and assign a text, this text will be used as default text in input field of feedback form.

Hint: Total length of link should not exceed 255 characters for older web servers, for newer web servers up to 2000 characters can be used. If the length is exceeded, then there may be an error message or parameters will be truncated.

Setup of feedback script

All settings of script are valid for current open project and will be used for all inserted feedback links.

Tab Upload

Option	Hints
Domain incl. directory	Enter the complete URL with http:// and directory. The directory must be corresponded with the FTP directory or the upload directory in the script upload.php . Hint: Is the URL not correct than SuperMailer will generate an error message and you must correct the URL.
Filename of script	Enter the name of PHP script. The script must have the file extension .php otherwise it will not be executed. In the filename of the script you should only use the letters A-Z (a-z), the numbers 0..9 and underline or hyphen.
<p>Select the transfer mode which SuperMailer should use to upload the files and the script. Select FTP in order to let the data directly transferred by FTP. This is the recommended variant.</p> <p>In firms it is often not possible to set up a direct FTP connection, in this case you should select the transmission with help of the upload script by HTTP. See also: setting up the upload script</p> <p>FTP upload</p>	

Connection type	<p>Select connection type. At login area of your web space provider you can find information about required connection type.</p> <p>You can select:</p> <ul style="list-style-type: none">▪ FTP (Port 21), unsecured▪ FTPS (explicit FTPS, Port 21), secured▪ FTPS (implicit FTPS, Port 990), secured▪ SFTP (Port 22), secured, based on SSH
Port	<p>Change port only when your web space provider requires this explicitly.</p>
FTP Server	<p>Enter the FTP server name or IP address of FTP server.</p> <p>Information for the FTP server you can get from your ISP.</p>
FTP Username / FTP Password	<p>Enter username and password for FTP access.</p> <p>Information for the FTP server you can get from your ISP.</p>
FTP directory	<p>Select the FTP directory to upload the files and the script. In order to select the directory you must specify FTP server, username and password.</p> <p>Hint: FTP directory and domain incl. directory must correspond.</p>
Use passive mode	<p>The option "Use passive mode" should be selected for (A)DSL connection or if problems occur while uploading the scripts.</p>

HTTP Upload

URL of upload script

If you have decided to use the variant to transmit the scripts per upload script.
See also [setting up the upload script](#)

Enter the HTTP request inclusive name of the upload script.

Tab Configuration

Option	Hints
Security Id for calling the script (at least 4 characters):	<p>For security reasons you must specify at least 4 characters, this protects the script for requests by spam bots and prevents sending of unwanted emails to your email address.</p> <p>Hints:</p> <ul style="list-style-type: none">▪ After changing security Id you must send one email in order SuperMailer will upload the new script. Request with old security Id will not be accepted anymore.▪ When there are many request by Spambots with unwanted emails than you should change security Id.
Sender of email:	<p>Specify email address that should be used as sender email address for feedback email.</p> <p>Hint:</p> <ul style="list-style-type: none">▪ Sender email address and recipient email address can be the same.
Recipient of email:	<p>Specify email address that should be used as recipient of feedback email.</p> <p>Hint:</p>

	<ul style="list-style-type: none"> ▪ Sender email address and recipient email address can be the same.
Subject of email:	Specify subject of feedback email, no placeholders are allowed.
After sending the email to show URL or text:	Specify URL with http:// or https:// that you be shown after successful submitting feed form and sending of email. You can also enter a simple text that should be shown.
After failed sending of email to show URL or text:	Specify URL with http:// or https:// that you be shown after successful submitting feed form and failed sending of email. You can also enter a simple text that should be shown.
Line break:	<p>Default CRLF</p> <p>Change this settings only when received email will not be shown correctly in email client. Often LF is than the correct setting.</p>

Tab Form

Option	Hints
Permit enter a message in a form in web browser	<p>Enable this option to show email recipient a form in his browser.</p> <p>Hint: Is this option disabled than by clicking at feedback link an email message will be send immediately.</p>
A message text should be mandatory	Enable this option when a message should be mandatory.
Error text if no message where entered after submitting the form:	Enter a text that should be shown when no message text was

	entered.
Headline of form:	Enter a headline for feedback form.
Headline of input field for message text:	Enter a text that should be shown behind the input field for message text.
Label of "Submit" button:	Enter a label for form submit button.
Stylesheets of page with form:	You can change appearance of page with feedback form by using stylesheets.
Count of rows/columns of message field:	Specify rows and columns of input field for message text. You can also use stylesheets to define size of field.

Setting up the upload script

You can use our upload script `upload.php` as substitute for FTP transfers. This script can be found in your SuperMailer directory. You have to upload this script once via FTP to your web space, after that you can upload files without FTP. This script should be reconfigured before uploading it, so that your upload files are copied into the right directory.

hint

You should change the filename of this script, because that not everyone can put files on your web space.

You can also use this script for [file upload](#), [tracking](#), [surveys](#) or the [newsletter archive](#).

changing the script configuration

1. open this script with an text editor (not Word or WordPad!)

2. search for:

```
# Upload directory with / at the end of path
# the upload directory is the complete directory from the root directory
# the directory can be differ from ftp upload directory
# under linux you should chmod the directory with rights 777
```

```
$UPLOADDIR="/home/www/tracking/";
```

3. Change the value of \$UPLOADDIR from /home/www/tracking to your directory.
4. Save this script and upload it on your server/web space.

If you don't know the correct directory, then ask your web space provider

Surveys

This feature allows you to easily create one or more surveys for each project, in which voting buttons are inserted into the email. After sending your emails, you can retrieve results of the vote and display it graphically.

Surveys can be used in SuperMailer Professional versions, not in Standard version. In Free version results of surveys are not retrievable.

Requirements

- Own webpace/dedicated server with PHP4/5/7 support,
- Possibility to upload files per FTP/SFTP (recommended) or use the upload script,
- Recommended webpace/dedicated server with MySQL database support for saving results,
- you must send HTML emails or multipart emails, encoding of email must be iso-8859-1 or utf-8.

Notes for administrators

Saving survey results to file

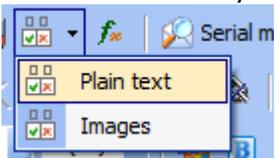
- On server/webpace files with read/write access (Unix 0666) will be created.

Saving survey results to MySQL database

- Any communication SuperMailer and MySQL database is done via script, SuperMailer doesn't require direct access to database from client computer.
- Database with survey tables should be created with utf8_unicode_ci encoding.

Usage of surveys

At HTML part of email position cursor and select "Insert at cursor position" after you have created your survey. HTML code can also be inserted with button "surveys"



above WYSIWYG-/HTML source code editor.

While using wizard mode surveys can only be inserted in WYSIWYG editor while editing multiline texts.

Changing layout

Surveys will be inserted with 2 tables, this tables can be changed by table editing functions, e.g. right click Table - Table properties or Cell properties.

Results of surveys

Select in dialog "Setup of surveys" on tab Surveys your survey and click on "Show results".

Hint: Results can be only retrieved after you have send your emails.

Configuration of surveys

All settings for surveys are valid for hole project and will be applied for all surveys.

Tab Upload

Setting	Hints
Domain incl. directory	Enter the complete URL with http:// and directory. The directory must be corresponded with the FTP directory or the upload directory in the script upload.php .

	<p>Hint: Is the URL not correct than SuperMailer will generate an error message and you must correct the URL.</p>
<p>Filename of script</p>	<p>Enter the name of PHP script. The script must have the file extension .php otherwise it will not be executed. In the filename of the script you should only use the letters A-Z (a-z), the numbers 0..9 and underline or hyphen.</p>
<p>Select the transfer mode which SuperMailer should use to upload the files and the script. Select FTP in order to let the data directly transferred by FTP. This is the recommended variant.</p> <p>In firms it is often not possible to set up a direct FTP connection, in this case you should select the transmission with help of the upload script by HTTP. See also: setting up the upload script</p> <p>FTP</p> <p>Connection type Select connection type. At login area of your web space provider you can find information about required connection type.</p> <p>You can select:</p> <ul style="list-style-type: none"> ▪ FTP (Port 21), unsecured ▪ FTPS (explicit FTPS, Port 21), secured ▪ FTPS (implicit FTPS, Port 990), secured ▪ SFTP (Port 22), secured, based on SSH <p>Port Change port only when your web space provider requires this explicitly.</p>	

FTP Server	Enter the FTP server name or IP address of FTP server. Information for the FTP server you can get from your ISP.
FTP Username / FTP Password	Enter username and password for FTP access. Information for the FTP server you can get from your ISP.
FTP directory	Select the FTP directory to upload the files and the script. In order to select the directory you must specify FTP server, username and password. Hint: FTP directory and domain incl. directory must correspond.
Use passive mode	The option "Use passive mode" should be selected for (A)DSL connection or if problems occur while uploading the scripts.
HTTP Upload	
URL of upload script	If you have decided to use the variant to transmit the scripts per upload script. See also setting up the upload script Enter the HTTP request inclusive name of the upload script.

Tab Settings

Setting	Hint
Text or website to be displayed after successful voting (HTML allowed)	Enter text that should be displayed after successful voting.

	Alternatively, enter a URL with http:// or https:// to be forwarded after successful voting.
Text or website to be displayed as previously voted (HTML allowed)	This text or URL will be used only if multiple votes should be avoided. Enter text that should be displayed when user as already voted. Alternatively, enter a URL with http:// or https:// to be forwarded.
Data storage on webspaceserver	Select variant for saving survey results so it can be evaluated later than. <u>Save survey results to file</u> This variant should be used with a few email recipients only; otherwise, votings might be lost, especially when many recipients click the voting buttons at the same time. <u>Save survey results to MySQL database</u> This variant is recommend. Your webspaceserver provider offers information for MySQL database.

Tab Surveys

Setting	Hints
Add	Allows you to add a new survey .

Edit	Allows you to edit a survey .						
Remove	Removes selected survey.						
Insert at cursor position	Inserts HTML code for survey at cursor position in WYSIWYG editor or plain HTML source code editor.						
Show results	After sending your emails you can retrieve results from internet and let it show graphically as text or chart.						
Avoiding multiple votes	<p>For avoiding multiple votes you can use more than one possibilities:</p> <table border="0" data-bbox="1122 762 2069 1310"> <tr> <td data-bbox="1122 762 1563 906">Use email address</td> <td data-bbox="1563 762 2069 906"> <p>Uses email address of recipient to avoid multiple votes.</p> <p>This variant is recommended.</p> </td> </tr> <tr> <td data-bbox="1122 954 1563 1182">Use IP blocking</td> <td data-bbox="1563 954 2069 1182"> <p>Saves IP address at server to avoid multiple votes.</p> <p>This variant is not recommend, because in companies have all employees the same outgoing IP address, so only one can vote.</p> </td> </tr> <tr> <td data-bbox="1122 1230 1563 1310">Use Cookie</td> <td data-bbox="1563 1230 2069 1310"> <p>Uses a cookie to avoid multiple votes.</p> </td> </tr> </table>	Use email address	<p>Uses email address of recipient to avoid multiple votes.</p> <p>This variant is recommended.</p>	Use IP blocking	<p>Saves IP address at server to avoid multiple votes.</p> <p>This variant is not recommend, because in companies have all employees the same outgoing IP address, so only one can vote.</p>	Use Cookie	<p>Uses a cookie to avoid multiple votes.</p>
Use email address	<p>Uses email address of recipient to avoid multiple votes.</p> <p>This variant is recommended.</p>						
Use IP blocking	<p>Saves IP address at server to avoid multiple votes.</p> <p>This variant is not recommend, because in companies have all employees the same outgoing IP address, so only one can vote.</p>						
Use Cookie	<p>Uses a cookie to avoid multiple votes.</p>						

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"Button "Style"

Allow you to add an own stylesheet for outer table of survey.

Setting up the upload script

You can use our upload script `upload.php` as substitute for FTP transfers. This script can be found in your SuperMailer directory. You have to upload this script once via FTP to your web space, after that you can upload files without FTP. This script should be reconfigured before uploading it, so that your upload files are copied into the right directory.

hint

You should change the filename of this script, because that not everyone can put files on your web space.

You can also use this script for [file upload](#), [tracking](#) or the [newsletter archive](#).

changing the script configuration

1. open this script with an text editor (not Word or WordPad!)
2. search for:

```
# Upload directory with / at the end of path
# the upload directory is the complete directory from the root directory
# the directory can be differ from ftp upload directory
# under linux you should chmod the directory with rights 777
```

```
$UPLOADDIR="/home/www/tracking/";
```

3. Change the value of `$UPLOADDIR` from `/home/www/tracking` to your directory.
4. Save this script and upload it on your server/webpace.

If you don't know the correct directory, then ask your web space provider

Program options

Click in menu Tools on Options. The settings in the dialog are valid for every project.

Tab General

Default folder to save project files...	Specify a folder where SuperMailer should change to when you save or open a project. If no folder is specified SuperMailer will use the folder suggested by Windows. Mostly it is the folder Personal files.
Securely saving project files with bypassing disk cache (slow on network drives)	This option ensures correct writing of project file to hard disc or external USB devices. On network drives this option will slow down saving process.
Reopen last project file on start up	Opens the last open project (see menu File - Open new) on the next start of SuperMailer.
Show email text on opening project	If this setting is activated then SuperMailer shows the text of an email after opening a project, else the list of the recipients is shown.
Increase deletion speed by exchange rows	Activate this option to speed up the erasing of recipients. If this option is activated than SuperMailer replaces all selected recipients with the last recipient in the list and deletes following recipient. This exchange procedures speed up the erasing but leads to new sort of your list of all the recipients. This option is only usefully if you have a bigger amount of recipients (1000 or more).
Auto detect hyperlinks	Activate this setting to make SuperMailer change entered URL or email addresses automatically to hyperlinks.
Use <div> on pressing <ENTER> key	Activate this option to let SuperMailer the <div> HTML tag instead the <p> HTML tag (new paragraph) if you press the <ENTER> key.
Ever paste external text from clipboard as plain text	Activate this option to let SuperMailer ever paste formatted or unformatted text as plain text in HTML editor. It is recommend to activate this option to ensure HTML code compatibility in various email clients.

Save last send report automatically	<p>Is this option checked then SuperMailer will create a HTML report after sending emails automatically. You can open the report by choosing menu Project - Report of last email sending.</p> <p>Activate "Additionally save report as text file (separator ;)" to let SuperMailer create a report as text file. The filename of this text file is the project filename with file extension .txt.</p>

Tab Extended

Cache pictures and attachments (recommended!)	<p>These option should ever activated. SuperMailer encodes all pictures once and reuse the encoded content for each email. With this option SuperMailer can send emails quicker and needs lesser CPU usage.</p> <p>You should deactivate this option only if you want send personalized pictures (for each email another picture)</p>
Optimize HTML source code before sending emails	<p>Is this option activated SuperMailer will optimize the HTML source code (remove blanks, line breaks...) before sending the emails. The email will be smaller and will be send quicker.</p> <p>It is recommended to activate this option.</p>
Optimize HTML source code for elements in HTML comments	<p>With activated option SuperMailer removes blanks and tabs from HTML code in comments <!-- and -->. Normally this are CSS statements and/or JavaScript.</p> <p>Hint: You should never use JavaScript in your emails. Email programs will block this code.</p>
Word wrap in plaintext emails on column	<p>Line breaks plaintext mails on the given position before sending, the recommended value is 76 (only on dispatch over SMTP server)</p>

Allow sending emails without written text	When you want to send an email with an image only than you must activate this option to send the emails. It is recommended to send emails with written text to minimize Spam detection.
Don't allow email sending when fields are missing in email text	This option activates field checking (Default activated). Is this option activated than each field in email text must exists as field in recipients list, as text block or query function. Is one field missing than SuperMailer will deny email sending.
Check unsubscribe link before email sending	When unsubscribe link from newsletter sub/unsubscribe script is specified in menu Project - Unsubscribe link and placeholder [UnsubscribeLink] is inserted in email text than it will be checked before sending of emails. Hint: While checking this link only the request is checked not the functionality of script.
Use Nagle Algorithm to send emails	The Nagle Algorithm inhibits the dispatch of to many little TCP Segments. This algorithm is often called Small-Packet- Avoidance-Algorithm. Through the Nagle Algorithm the TCP packages are buffered till a full data segment can be transmitted. Trough an other control algorithm the length can be reduced. Both algorithms are responsible for an essentially relief of the strain on the transmitter layer. The activation of this algorithms can cause a problem while sending emails on some PC. On other PCs it reduces problems. This option is Standard.
Disconnect from server after sending one email (very slow!)	Activate this setting SuperMailer will disconnect after each email from SMTP Server. If SuperMailer will send the next email SuperMailer must connect to server again, this is slower as reuse the established connection.
Create log file by sending via SMTP server to find errors	This setting is only for error detection if you have problems to send emails to the server of your email service provider. Activate this setting to let SuperMailer write a log file with name sm_smtp_log_threadid<number of thread>.log to the assigned temporary folder of current logged in user. After sending your email(s) you can see the communication between

	SuperMailer and the server.
SMTP Helo name (leave blank to use the computer name)	Leave this option blank to let SuperMailer use your computer name to say "hello" to the SMTP server. If you want another name you must type in a correct existing domain name.
Name of email client in header	Choose the title of the email program that SuperMailer should use in the header It is recommended not to use any program because most Spam filters know the headers of these programs and though they know that it can't be from this program.
Options for HTML code generation	Click on this button to modify the options for HTML code generation. By activating the options for HTML code generation the HTML code will have a bigger size therefore the email sending process will take more time.

Tab View

Hottrack	Activate this setting to use mark up entries without clicking the mouse.
Show grid in recipient list	Displays grid lines in the list of all the recipients to enhance readability
Color of marked column with email addresses	You can choose the color of the column header that SuperMailer should use to show you that this is the column with the email addresses

Tab Proxy server / Socks server

The specification of a proxy server is mostly useful in company networks. If possible you should do without.

Fill out the fields of the proxy server and the proxy port, username and password are optional.

If a proxy server is necessary for HTTP connection then you should fill out the fields, without it the link checker can't be used for online updates

Various features

Online Update

You can use the online update to update SuperMailer directly.

If you use an proxy-server you have to configure this server under menu Tools - Settings tab proxy server/socks server.

Print recipients and email text

Click on menu Files - Print. Now a wizard will open, follow the instructions on the screen. To print email text or your list of recipients you need Word/Excel 2000 or higher otherwise you can't print anything.

Save and restore program settings

This feature can be reached over menu Files. All program settings, text blocks and your global block list will be saved. If you want to reinstall SuperMailer or reinstall your system, you can save all settings to a file and restore it if needed.

Archiving projects

SuperMailer includes a simple archiving function.

Archiving a project

You can archive an open not changed project file by calling menu File - Archive project. SuperMailer creates a subfolder behind the specified folder with name SM_Archive_yyyymmddn (yyyy=year; mm=month; dd=day; n=number from 1 to infinite). In this folder SuperMailer will copy the project file and other reports files. After archiving the project you can work with the opened project the copied file will not be modified

Open a project from archive

Select on menu file - Archived projects. Now select the project you want to open.

Attention: When you modify the opened file than the archived file will be modified if you save the file.

Global and local block lists

Your global or local block list contains all email addresses, which should be ignored for your mailings and this addresses will not be accepted for a newsletter registration. The global block list is used for all SuperMailer projects while the local block list is only used for your active project.

Open your global block list via the menu item Tools. if its open you can add, change and delete email addresses, furthermore you can import email addresses from an text file.

The menu item Tools - local block list opens the local block list. This dialog is normally used to setup your POP3/IMAP accounts to fetch [register/sign off newsletter](#) mails.

Add recipient to block list

You can configure SuperMailer to automatically add an email address to your global or local block list, by receiving an [unsubscribe newsletter](#) mail. Alternatively you can add an email address by selecting a recipient in the list of all recipients , open the context menu and choose "Add to global block list".

Saving your block list

A local block list will be saved with your project file. The global block list is stored in the following directory: <your profile>\application data\SuperMailer. If you click on "Save Program options" in the menu Files, your block list will be saved automatically.

Check email addresses

With this feature you can validate all email addresses. If an address is not valid any more it can be deleted. SuperMailer uses syntax checking and/or DNS lookup (convert hostname to IP address). It checks all MX entries (Mail Exchange) for this entry, to get the valid email server and validates the email addresses.

validate how-to

1. Select recipients via email recipients within the SuperMailer main window. Now click on "Check email addresses" under menu Project.
2. Select "Only syntax checking" to check the syntax of email addresses.
3. Select "Syntax checking, check the server is reachable and email address exists on server" if you want to check the syntax of the email address and after then connect to the email server of recipient to verify the email address.
4. Not for syntax checking: Insert your DNS server, so SuperMailer can check his MX-entries. SuperMailer tries to find out a default DNS server of your system configuration. Only if this fails you have to insert a DNS server name by hand.
If you use any kind of dial in connection, first of all connect to your provider and then start email address check, because only with an active internet connection SuperMailer can automatically detect your DNS server.
5. Not for syntax checking: Define the number of threads (parallel channels), you can use maximal 100 threads. Please note that a high number of threads results in a high system load. On systems running Windows 9x/ME more than 16 threads can cause system crash's.
6. Click on "Check now" to start this procedure.
7. After validation has finished, you get a list of all addresses, every address with a negative validation is marked. You can mark further email addresses by hand. Click on "Delete selected emails", to delete all marked email addresses from you list of recipients.

Problems during validation

- If the mail server of a recipient is temporarily not available, then this email address gets a negative validation.
- If MX entries are not defined correctly on an mail server, all emails registered to this server will be marked as not valid. At the same time this user can not receive any emails.

- Some Provider doesn't support this validation, in this case you will get an error messages "Relaying denied" and it is not possible to determine if this email address is correct or not. Otherwise some provider completely ignores such request and defines every given email address as correct or incorrect.
- You can only validate email addresses from other providers than your own. for example if you use T-online or 1&1, then all T-online or 1&1 addresses can not be validated.

Use SuperMailer in your applications

This section is only for software developer, which are interested in including SuperMailer in their own applications, to handle email communication.

One possibility to control SuperMailer in your application is through an ini file. All commands in this file will be used as command line parameter. An default ini file can be found in your SuperMailer directory as _AUTOCFG.ini.

Execute SuperMailer with a ini file

Execute SuperMailer with parameter /AUTOCFGFILE:<directory and ini filename>, i.e.. c:\program files\supermailer\sm.exe /AUTOCFGFILE:c:\ainifile.ini

hint: contains a directory or a file name of your ini file blanks so enclose them in quotation marks, example: c:\program files\supermailer\sm.exe /AUTOCFGFILE:"c:\template for an email\myfile.ini"

You can start SuperMailer via ShellExecute(params), CreateProcess(params) or WinExec(params), all parameters have to be correct.

See also

[Command line parameters](#)

Retrieve SuperMailer install path

To retrieve the install path read the value InstallPath from registry key HKEY_CURRENT_USER\Software\Mirko Boer Software\SuperMailer\Options . The name of executable file is always sm.exe.

Check if SuperMailer is up and running

SuperMailer should be only started once a time. To check SuperMailer is running you can check the mutex SuperMailer32 are exists.

Example in Delphi 7

```
Var  
hnd : THandle;  
  
hnd := CreateMutex(nil, True, 'SuperMailer32');
```

```

If (GetLastError = ERROR_ALREADY_EXISTS) Then
// SuperMailer is running
else
CloseHandle(hnd); // SuperMailer doesn't run, free handle

```

Ini file structure

This ini file contains of more than one section, which contains informations and parameters.

hint:

- Please be aware of the correct spelling of all Fields. all fields are case sensitive
- If some parameters are incorrect, then SuperMailer will stop and no emails will be sent.
- There is no order among this sections, but note the file size of this files must not be greater than 64kb.

Section/Parameter

description

[COMMON]

VERSION=1.0

Please state version 1.0, this maybe important for later changes.

[OPTIONS]

PROJECTFILENAME=

define directory and filename of your project-file. if file exists and OPENEXISTING=TRUE then this file will be opened.

hint: An existing file will be overwritten without warning.

State TRUE to open an existing project file. FALSE to create a new one.

OPENEXISTING=TRUE | FALSE

hint: if your statement is TRUE, then section [SENDOPTIONS] will be ignored. your projecfile must contain settings about send-options and whose properties.

MAILSUBJECT=

SENDMAILS=TRUE | FALSE

CREATEREPORT=TRUE | FALSE

EMAILCOLUMNNAME=

RECIPIENTSGROUP=

[MAILTEXT]

FORMAT=HTML | TEXT

HTMLFILE=

TEXTFILE=

[ATTACHMENTS]

FILE1=

state the subject of your mail **state a subject if want your mail sented**

state TRUE if you want SuperMailer closed after delivery or FALSE if not

state TRUE if you want an HTML-report file after email delivery

state the field identifier containing the email address. This information is important to SuperMailer to know where it can find the column containing all email addresses, if its left blank or has incorrect data the user will be ask to choose a field.

Name of recipients group. This option will used only for existing project files (`OPENEXISTING=TRUE`) . Leave this option blank to use the first recipients group.

These defines the email-type: state HTML for HTML-mail and TEXT for plain text mail.

If you have chosen HTML-type, you can now define a HTML-file including path which should be used as email text.

define an text file including path.

If you have chosen HTML as type this text file will be used as alternative text part.

define all file attachments: <unique name>=<complete path and filename> example

FILE1=c:\autoexec.bat

FILE2=c:\config.sys

[SENDOPTIONS]

MAILCHARSET=iso-8859-1|iso-8859-2|iso-8859-3|iso-8859-4|windows-1251
|iso-8859-6|iso-8859-7|iso-8859-8|iso-8859-9|iso-8859-10

MAILPRIORITY=NORMAL|HIGH|HIGHEST

FROM=

REALNAME=

REPLYTOADDRESS=

MULTIPART=TRUE|FALSE

SMAPI=TRUE|FALSE

OUTLOOK=TRUE|FALSE

SMTP_DIRECT=TRUE|FALSE

SMTP=TRUE|FALSE

SMTP_SERVERNAME=

SMTP_PORT=25

TIMEOUT=60

THREADS=

SMTP_AUTH=TRUE|FALSE

SMTP_USERNAME=

SMTP_PASSWORD=

(see Menu Projects - email settings)

Define email encoding, all possible identifiers are stated. default is iso-8859-1 this is valid for all European emails.

state mail priority

state sender email-address

state shown name

state reply email address.

only for HTML-emails. state TRUE to create an multipart email and FALSE to send an pure HTML-mail.

state TRUE to send via Simple Mail API

state TRUE to send via Microsoft Outlook

state TRUE to send directly to a mail server used by the recipient

state TRUE to send via SMTP server owned by your provider

define SMTP servers name.

define SMTP port default 25.

define SMTP server timeout default 60sek.

define number of threads for mail delivery; default is 5

TRUE SMTP authentication necessary

SMTP username for SMTP authentication

SMTP password for SMTP Authentication

POP3_AUTH=TRUE | FALSE
POP3_SERVER=
POP3_PORT=110
POP3_USERNAME=
POP3_PASSWORD=
RETURN_RECEIPT=TRUE | FALSE
BCCTOMYSELF=TRUE | FALSE
ESMTP=TRUE | FALSE
BREAK=1
MAILSEENDBREAK=TRUE | FALSE
MAILBREAKAFTER=2
MAILBREAKAFTERWAITTIME=1
BCCSEND=TRUE | FALSE
BCCMAXRECIPIENTSPERMAIL=1
BCCTOEMAILADDRESS=

TRUE use pop3 authentication.
define pop3 server
define pop3 port default 110
username for pop3 server
password for pop3 server
TRUE - notice of receipt
TRUE - BC of every mail to your own email address
this should be ever **FALSE**.
time between two mails: default 1 ms
break between a number of mails?
break after X emails
break in seconds
TRUE delivery with BCC active
max number of BCC recipients, number have to be > 0!
define the email address in field "An/To" this statement have to be correct!

[DEFAULTFIELDS]

0=Name
1=Vorname

Define all default fields, which SuperMailer should show in your list of all the recipients. If you don't import field-structures so you have to define an field structure for the chosen import type in section [`<importvariant>_FIELD_ASSIGNMENT`] If you import a text file you

2=EMail

3=Anrede

[IMPORT]

TEXTFILE=

XLSFILE=

WABFILE=

OUTLOOKIMPORT=TRUE | FALSE

DBIMPORT=TRUE | FALSE

INTERNETFILE=

[TEXTFILE_IMPORT_OPTIONS]

SEPARATOR=

NOHEADLINE=TRUE | FALSE

DONTCLEARCURRENTLIST=TRUE | FALSE

ONLYEMAILADDRESSES=TRUE | FALSE

NOEMAILCHECK=TRUE | FALSE

REMOVEQUOTES=TRUE | FALSE

TRIMSPACES=TRUE | FALSE

have to define a structure in this text file.

This import section will be scanned in this order, if an import type is not left blank, than all other types will be ignored.

define path and file name of the import file.

define path and file name of the import excel file.

define path and file name of the import WAB file (windows address book).

TRUE, import Outlook data

TRUE, import from database

Specify URL to import recipients data from an internet URL.

define options for text file import

separator between data values: example ;. for tab use \t

TRUE, there is no structure information in the first row

TRUE, don't deletes current list, appends data

TRUE, list contains email addresses only, one per row

TRUE, no email address validation

TRUE, deletes quotation marks

TRUE, delete leading or following space_characters

OEMTOANSI=TRUE | FALSE

TRUE, convert DOS to ANSI; default FALSE

[WABFILE_IMPORT_OPTIONS]

only for WAB import

DONTCLEARCURRENTLIST=TRUE | FALSE

TRUE, don't delete current list

[WABFILE_FIELD_ASSIGNMENT]

only for WAB import

NAME=

define a field name which exists in SM field identifiers. left blank - no import

FIRSTNAME=

define a field firstname which exists in SM field identifiers. left blank - no import

TITEL=

define a field title which exists in SM field identifiers. left blank - no import

EMAIL=

define a field email which exists in SM field identifiers. left blank - no import

MAINFAXNUMBER=

define a field mainfaxnumber which exists in SM field identifiers. left blank - no import

BUSINESSFAX=

define a field businessfax which exists in SM field identifiers. left blank - no import

COMPANYNAME=

define a field companyname which exists in SM field identifiers. left blank - no import

[OUTLOOK_IMPORT_OPTIONS]

only Outlook import

OUTLOOKFOLDERNAME=

name contact folder, default **Contacts**

OUTLOOKCATEGORY=

define category, if any then all contacts will be imported.

DONTCLEARCURRENTLIST=TRUE | FALSE

TRUE, don't delete current list

[OUTLOOK_FIELD_ASSIGNMENT]

email address 1=
Name email-Adresse 1=
email-Adresse 2=
Name email-Adresse 2=
email-Adresse 3=
Name email-Adresse 3=
FirstName=
LastName=
Firstname and LastName=
Nick Name=
Title=

usw.

only outlook import, one assignment necessary!

See example file SuperMailer_AUTOCFG.INI

define SM field identifier after the equation mark example email
address 1=EMail

[XLSFILE_IMPORT_OPTIONS]

WORKSHEET=1..N

NOHEADLINE=TRUE | FALSE

DONTCLEARCURRENTLIST=TRUE | FALSE

REMOVEQUOTES=TRUE | FALSE

TRIMSPACES=TRUE | FALSE

only excel import.

define excel spreadsheet: default is 1.

TRUE, Excel file has no structure info in first row

TRUE, don't delete current list.

TRUE, delete quotation marks

TRUE, delete leading and following blanks

[DB_IMPORT_OPTIONS]

CONNECTIONSTRING=

only database import.

define database connection string.

TABLENAME=

ASSIGN_TABLE_STRUCTURE=TRUE|FALSE

DONTCLEARCURRENTLIST=TRUE|FALSE

DBSQLQuery=

[DB_FIELD_ASSIGNMENT]

TABLE_FIELD_NAME1..n=RECIPIENT_LIST_FIELD_NAME1..n

define table name which should be imported. When you have defined an own SQL query (DBSQLQuery=) than this value will be ignored.

TRUE, if table structure an SM field identifier are 1:1 the same

TRUE, don't delete current list, deleted if new structure.

Specify your own SQL query to import recipients data.

only for database import, statement is necessary if

ASSIGN_TABLE_STRUCTURE=FALSE

define an fieldname from your table, followed by an equation mark and state the corresponding SM fields identifier. example:

left table structure... middle equation mark... right SM field identifier.

Name=Name

FirstName=FirstName

E-Mail=E-Mail

Command line parameters

SuperMailer project file drive:\folder\ <name>.smp< td=""> <td>Opens the given project file.</td> </name>.smp<>	Opens the given project file.
/AUTOCFGFILE:<ini file>	See also Use SuperMailer in your applications
/AUTOSUBMIT:drive:\folder\ <name>.smp< td=""> <td>Opens the given project file and starts email sending process. This parameter will be used by the SuperMailer Scheduler . The usage of parameters /AUTOSUBMIT and /AUTOSENDSMS are not allowed at once a time.</td> </name>.smp<>	Opens the given project file and starts email sending process. This parameter will be used by the SuperMailer Scheduler . The usage of parameters /AUTOSUBMIT and /AUTOSENDSMS are not allowed at once a time.
/AUTOSENDSMS:drive:\folder\ <name>.smp< td=""> <td>Opens the given project file and starts SMS sending process. This option is not available in the english version. The usage of parameters /AUTOSUBMIT and /AUTOSENDSMS are not allowed at once a time.</td> </name>.smp<>	Opens the given project file and starts SMS sending process. This option is not available in the english version. The usage of parameters /AUTOSUBMIT and /AUTOSENDSMS are not allowed at once a time.
/AUTOCREATEREPORT	Saves the report as HTML file after finishing the email sending process. The filename of HTML file is <project file without .smp>.html. This parameter is only suitable by using parameters /AUTOSUBMIT and /AUTOSENDSMS.
/AUTOSHUTDOWN	Shuts down Windows after finishing email sending process. This parameter is only suitable by using parameters /AUTOSUBMIT and /AUTOSENDSMS.
/AUTORECIPIENTSGROUP:"Name of recipients group"	Selects the recipients group before email sending will start. The name of recipients groups must be specified in quotation marks. This parameter is only suitable by using parameters /AUTOSUBMIT and /AUTOSENDSMS.
/AUTORETRSUBUNSUB	After opening the project file SuperMailer will retrieve all newsletter subscriptions / unsubscriptions

	automatically.
/AUTORETRSUBUNSUBANDQUIT	After opening the project file SuperMailer will retrieve all newsletter subscriptions / unsubscriptions automatically. SuperMailer will then save the project file and will exit itself.
/IGNOREDUPS	You can specify this parameter to suppress the request to remove duplicate recipients. In this case SuperMailer will never remove duplicate recipients.

Retrieve SuperMailer install path

To retrieve the install path read the value InstallPath from registry key HKEY_CURRENT_USER\Mirko Boeer Software\SuperMailer\Options . The name of executable file is always sm.exe.

Check if SuperMailer is up and running

SuperMailer should be only started once a time. To check SuperMailer is running you can check the mutex SuperMailer32 are exists.

Example in Delphi 7

```

Var
  hnd : THandle;

hnd := CreateMutex(nil, True, 'SuperMailer32');

If (GetLastError = ERROR_ALREADY_EXISTS) Then
  // SuperMailer is running
else
  CloseHandle(hnd); // SuperMailer doesn't run, free handle

```

SuperMailer-Bounce

SuperMailer-Bounce can be used for retrieving undeliverable emails. In SuperMailer 4.70 and newer you can click behind the recipients list on "Bounces" to let SuperMailer retrieve all hard bounce emails.

This import option can be used for older SuperMailer-Bounce versions or for importing email addresses (one email address per row) to let SuperMailer search and remove the specified recipients.

check subscribers Sub-/ unsubscriptions

SuperMailingList

SuperMailingList allows management of newsletter recipients online with a MySQL database and PHP scripts in mailing lists. The difference to [SuperMailer newsletter scripts](#) are the live management of recipients and sending confirmations at subscription or unsubscription of mailing list.

More information to SuperMailingList you can find in internet at <http://www.supermailinglist.de/> .

For importing recipients from SuperMailingList open the Import dialog in SuperMailer and select "from SuperMailingList". Specify the HTTP URL auf export script and username and password. The name of script is ever supermailer_import.php, e.g. http://www.supermailinglist.de/maillinglisten_verwaltung_demo/supermailer_import.php

With SuperMailinglist you can manage your newsletter recipients online. Information to SuperMailinglist you can find at <http://www.supermailinglist.de/>.

HTTP URL of SuperMailingList export script:

Username: Password:

Mailinglist(s):

Import recipients from following groups:

SuperMailingList Group	Import to SuperMailer group
<input type="checkbox"/> Gruppe 1	
<input type="checkbox"/> Gruppe 2	

Import all fields, current recipients list will be deleted!
 Import special fields only [Field assignment](#)

Import automatically on opening project file

1. Select mailing list from which recipients should be imported.
2. If there are groups created you can assign SuperMailingList groups to SuperMailer groups. For assigning groups you must set checkmark and select SuperMailer group. When there are no groups selected than all recipients will be imported to current selected SuperMailer recipients group.
3. Select "Import all fields, current recipients list will be deleted" to let SuperMailer import all fields with all information. In this case SuperMailer recipients list will be deleted completely. Select variant "Import special fields only" and click on "Field assignment" to assign SuperMailingList fields to defined SuperMailer fields to keep your current recipients list.

Recommendation for using SuperMailer and SuperMailingList together

- Name all mailing lists without special chars and blanks.
- Don't use groups in SuperMailingList.
- In SuperMailer create recipients groups with same name of mailing lists in SuperMailingList. You should use the same name because of simpler usage of unsubscription link.
- Select in SuperMailer the correct recipients group and import the recipients from same named SuperMailingList mailing list.

Unsubscribe link

Use the unsubscribe link showed in SuperMailingList Website - Subscription/Unsubscription forms. In SuperMailer copy the unsubscription link (HTML- and plaint text variant) in the fields you can find on menu Project - Unsubscribe link. Modify the script parameter ML=X to ML=[Recipients_group] in unsubscribe link to let SuperMailer use the correct recipients group name in unsubscribe link.

Sample: showed unsubscribe link in SuperMailingList for mailing list Demo_Mailing_List

*[http://www.supermailinglist.de/maillinglisten_verwaltung_demo/nl.php?ML=**Demo_Mailing_List**&F=1&Action=unsubscribe&IsHTMLForm=0&EMail=\[EMail\]](http://www.supermailinglist.de/maillinglisten_verwaltung_demo/nl.php?ML=Demo_Mailing_List&F=1&Action=unsubscribe&IsHTMLForm=0&EMail=[EMail])*

After modifying the link

*[http://www.supermailinglist.de/maillinglisten_verwaltung_demo/nl.php?ML=\[**Recipients_group**\]&F=1&Action=unsubscribe&IsHTMLForm=0&EMail=\[EMail\]](http://www.supermailinglist.de/maillinglisten_verwaltung_demo/nl.php?ML=[Recipients_group]&F=1&Action=unsubscribe&IsHTMLForm=0&EMail=[EMail])*

Insert placeholder [UnsubscribeLink] to your newsletter text (HTML and plaintext variant). SuperMailer will send the correct unsubscribe link to your recipients and they can be unsubscribe from mailing list.

See also

[Retrieve Newsletter subscription / unsubscription with SuperMailer](#)

[SuperMailingList - Update History of sent emails](#)

SuperMailingList - Update History of sent emails

This function is only for german speaking users available.

Für jeden Empfänger, der in der Newsletter-Empfänger-Verwaltung SuperMailingList gespeichert ist, kann die History der versendeten E-Mails aktualisiert werden. Damit sind in SuperMailingList für jeden Empfänger die E-Mail-Betreffs und das Datum/Uhrzeit des E-Mail-Versands sichtbar.

Hinweis: Die Aktualisierung pro Empfänger kann eine **erhebliche** Serverlast zur Folge haben, ebenfalls verlängert sich die Versandzeit der E-Mails.

Informationen zu SuperMailingList finden Sie im Internet unter <http://www.supermailinglist.de/> .

Vorbereitungen für das Update der Empfänger

Die Empfänger sollten aus der jeweiligen Mailingliste direkt aus SuperMailingList importiert werden, dazu sollte die Import-Variante "aus SuperMailingList" verwendet werden.

Siehe dazu auch: [Import aus SuperMailingList](#)

Die Empfänger sollten immer mit dem Feld IdentString importiert werden, da mit Hilfe dieses Felds ein einfaches und schnelles Update des Empfängers möglich ist.

Einrichtung des Updates der Empfänger

SuperMailingList - Update History der versendeten E-Mails

Für jeden Empfänger, der in [SuperMailingList](#) gespeichert ist, kann die History der versendeten E-Mails aktualisiert werden. Damit sind in SuperMailingList für jeden Empfänger die E-Mail-Betreffs und das Datum/Uhrzeit des E-Mail-Versands sichtbar.

Hinweis: Die Aktualisierung pro Empfänger kann eine **erhebliche** Serverlast zur Folge haben, ebenfalls verlängert sich die Versandzeit der E-Mails.

Update der Empfängerdaten in SuperMailingList durchführen

HTTP-Aufruf des SuperMailingList-Export-Scripts (z.B. http://www.mysite.com/supermailer_import.php):

Benutzername: Passwort:

Update anhand des eindeutigen Werts im Feld 'IdentString'

Update anhand einer anderen Bedingung:

Update der Mailingliste:

Feld für das Update der Empfänger:

HTTP-Aufruf des SuperMailingList-Export-Scripts, Benutzername und Passwort

Wie für den [Import der Empfänger aus SuperMailingList](#), muss der http://-Aufruf des Scripts supermailer_import.php und Benutzername/Passwort für einen SuperMailingList-Nutzer korrekt angegeben werden. Der HTTP-Aufruf des Scripts ist **immer** `http://<Ihre Domain>/<supermailinglist installationsverzeichnis>/supermailer_import.php` . Z.B. http://www.supermailinglist.de/maillinglisten_verwaltung_demo/supermailer_import.php

Verbindung herstellen	Klicken Sie auf diese Schaltfläche um den http://-Aufruf zu testen und die Mailinglisten abrufen zu lassen.
Update anhand des eindeutigen Werts im Feld 'IdentString'	Diese Variante ist für das Update empfohlen, da SuperMailingList mit dem IdentString alle Informationen zu Mailingliste und Empfänger in einer Zeichenkette erhält.
Update anhand einer anderen Bedingung	<p>Sie müssen zuerst auf die Schaltfläche "Verbindung herstellen" klicken, so dass SuperMailer die gespeicherten SuperMailingList-Mailingliste vom Server abrufen kann.</p> <p>Wählen Sie die Mailingliste, in der sich die Empfänger befinden. Mit der Auswahl "Mailinglistenname = SuperMailer-Empfängergruppenname" wird SuperMailer als Mailinglistennamen immer den Empfängergruppennamen verwenden. Dies setzt natürlich voraus, dass im SuperMailer die Empfängergruppennamen den gleichen Namen wie die gespeicherten Mailinglisten in SuperMailingList besitzen.</p> <p>Wählen Sie nun im Auswahlfeld das "Feld für Update der Empfänger". Zur Auswahl stehen nur die Angaben "IdentString" oder "SuperMailer-Feld mit der E-Mail-Adresse". Bei Auswahl "SuperMailer-Feld mit der E-Mail-Adresse" wird ein Update des Empfängers anhand der E-Mail-Adresse durchgeführt. Bei Auswahl "IdentString" wird ein Update des Empfängers anhand der eindeutigen ID des Empfängers durchgeführt.</p>

Siehe auch

[Import aus SuperMailingList](#)

Usage Problems of the SuperMailer

How can I get help with the SuperMailer

Please visit the [support board](#) and look after an answer of your problem.

Alternatively you can send an email to our [support](#) or call our [Hotline](#).

SuperMailer displays the message "Error on loading Winsock2 library (WS2_32.dll)"

Please download and install the [Windows Socket 2 Update](#) for Windows 95.

Every time I get the message "Socket-Error:..."

This can be caused by two things:

1. Verify the data of POP3 and/or SMTP servers on menu Project - Send settings or on menu Project - Mailboxes
2. Verify if you are connected to the internet
3. If you use any firewall please verify, if you have permitted the outgoing connections for SuperMailer (Port 25, 53).
4. Activate or deactivate the usage of the Nagle Algorithm under menu Tools - Options.

Problems with Norton Antivirus

Deactivate Norton Antivirus **before** you send any email or you deactivate the examination of outbound emails on Norton Antivirus, this could create problems or your computer could crash, because Norton antivirus can't process that amount of emails

I get the message "Permission denied" on demanding the subscribe / unsubscribe messages

Verify username and password for this POP3/IMAP mailbox on menu Project - Mailboxes. If you can't find any error, look on the homepage of your provider, mostly you can find an how to to set up your Outlook or Outlook Express on this page. There you can find the correct usage of

your username.

Message 250 OK is displayed

This isn't an error. Code 250 shows that your email was send successfully

Error 354 (Start mail input; end with <CRLF>.<CRLF> Exception: Attached file not found or access denied. is displayed)

Verify all links to images in an HTML email and attachments. If your attachments aren't available resp. access is denied by another application, then this error is displayed.

Activate / deactivate the Nagle Algorithm on menu Tools - Options.

Error 421 <domain> Service not available, closing transmission channel is displayed

The SMTP server can't get more domain names for IP addresses, because the daemon of this application denies all further requests. 2 possible causes:

- This SMTP server has an technical malfunction, this can only be solved by your Provider
- The Server is flooded with to much emails, reduce the amount of threads under menu Project - Send settings.

Error 500 or 501 Syntax error on email outbound

1. Verify under menu Project - Send settings the correct writing of your email address
2. Verify on the tab email recipient, if the correct field is selected. If it isn't then click on menu Project "Field with email address" to correct it.
3. Verify the name of your computer, there mustn't be any blanks, special character.
Windows XP: To chance your computer name please open system settings. Change to tab computer name and click on change. Other operating systems use similar steps.

Error 530 Authentication required

You don't have activated the SMTP or POP3 authentication. Click on menu Project - Send settings and activate the SMTP authentication (or POP3 authentication) and define the required data. Ask your provider for all types available authentication types, mostly it is the SMTP authentication (SMTP Auth).

Strato

If you use an Strato mail server, there can occur an error after 20 minutes. To avoid this you can read the "help" pages of your own email application. Let your email application check your inbox automatically after 10 minutes. Alternatively you can use this software: [SuperSpamKiller](#) to check your email account every 10 minutes.

Error 550 Requested action failed: mailbox unavailable [E.g., mailbox not found, invalid domain, no access]

This message is returned by an SMTP server if an email address doesn't exist, therefore this email address is not valid.

Error 552 Requested mail action aborted: exceeded storage allocation

On the SMTP server isn't any available space to queue your mails. You have to cancel the sending and try it later time. You can inform your provider though that problem can be solved.

If you send mails the BCC mails aren't send

Try how many BCC recipients your email provider allows. This setting differs between various providers.

By sending via BCC the adjusted amount of email recipients is transmitted as erroneous.

One of the email addresses in your list is erroneous or has not the right format. This email won't be send, because the SMTP server cancels the transfer. After sending you can select erroneous mails and try to transfer them separately to determine which address caused this problem.

Special error codes, only used by SuperMailer

Cod e	meaning
624	Sending was cancelled, transfer thread was closed, no status is available.
700	There is no SMTP server defined.
720	Opening and encoding of file attachments failed, e.g. file not available or access denied.
800	Encoding of the file attachments failed.
999	Only during validation of email addresses. An error occurred on communication with the mail server of the email recipient
9998	transfer was cancelled by user.

More standardized SMTP error codes

Cod e	meaning
200	(nonstandard success response, see rfc876)
211	System status or system help reply
214	Help message
220	<domain> service ready
221	<domain> service closing transmission channel
250	Requested mail action okay, completed
251	User not local; will forward to <forward-path>
354	Start mail input; end with <CRLF>.<CRLF>
421	<domain> service not available, closing transmission channel
450	Requested mail action not taken: mailbox unavailable
451	Requested action aborted: local error in processing
452	Requested action not taken: insufficient system storage
500	Syntax error, command unrecognized

**Cod
e meaning**

- 501 Syntax error in parameters or arguments
- 502 Command not implemented
- 503 Bad command sequence
- 504 Command parameter not implemented
- 521 <domain> does not accept mail (see rfc1846)
- 530 Access denied (???)a Sendmailism)
- 535 SMTP Authentication unsuccessful / Bad username or password
- 550 Requested action not taken: mailbox unavailable
- 551 User not local; please try <forward-path>
- 552 Requested mail action aborted: exceeded storage allocation
- 553 Requested action not taken: mailbox name not allowed
- 554 Transaction failed

how to contact us

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At this time we provide only support per email, use [feedback form](#).

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You recognize the freeware version of the fact that a window with title "Super Mailer Free Version" is displayed at program start. This window must be confirmed on each program start, before the software can be used.

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The licensor grants for the duration of the available contract a simple, not exclusive and personal right, the software to **one** individual personnel computer to the licensee and only at a place to use. Each large use is not permitted.

It is in particular forbidden to the licensee,

- to pass on the software or individual program sections third on or make accessible in other way, in particular in form borrows or rent;
- to transfer the software over a net or a transfer layer from a computer to another computer;
- to amend to translate to back-develop to decompile or disassemblage the software;
- to provide derived works;

The licensee receives the property at a physical data medium by the acquisition of the program alone, as far as the hiring of the license material on the way of the long-distance data transmission does not take place. With both hiring alternatives an acquisition is not connected of large rights as the designated.

Making (only) of a backup copy is permissible only for safeguard purposes, if the software on a data medium was supplied..

4. Duration of the contract

The contract is closed on indefinite time. Each offence of the licensee against the license regulations incurs the loss the right to use, without it requires a notice on the part of the licensor.

5. Payment of damages during violation of contract

The licensee is responsible for all financial damages, which the licensor develops due to injuries of copyright or an injury of these clauses of a contract.

6. Changes and actualizations (updates)

The licensor is entitled to update the software after own discretion. It is not obligated to place to the licensee any actualizations to the order. Any actualizations of the software are always free.

The licensee is informed by email about product innovations, if a valid email address was indicated for licensing of the software. The licensee can decide freely whether he loads the actualization of the software at own expense from the Internet and the actualization installed.

7. Product name and registered trade mark

All in this text, the documentation and the software used product name and registered trade marks are recognized hereby as property of their owners, independently of whether they are characterized as such or not.

8. Other

It is not permitted to use SuperMailer for the dispatch of so-called spam mails (unasked forwarding of emails) . If one of the regulations, these

license regulations, should be ineffective then of it the effectiveness of the remaining regulations is not affected. In place of the ineffective regulations such effective regulations apply as agreed upon, which come in their sense of the intention of the ineffective regulations in favor of the licensor next.

Leipzig, April 2012

Registration of SuperMailer

How much is the registration fee?

With the registration (and payment) of the registration fee for the software SuperMailer you acquire the unlimited right to use the current software version incl. all future versions.

The license is a registration key that must be entered in the trial version. Should you forget the key then you can write an email to our [support email address](#).

Amount of registration fee

SuperMailer is offered in different versions:

Kind / version of the license	registration fee for one workstation
Free Version can be used for free.	free
Standard This version is ideal for private people or non-profit associations who have up to 500 recipients. A commercial use of this version is not permitted.	Internet
Professional limited This version is for a higher number of recipients. The number of recipients is limited to 5000.	Internet
Professional unlimited This version is for more than 5000 recipients. The number of receivers is not limited*.	Internet

Professional unlimited BCC This version is identical to the Professional Unlimited additionally the sending with BCC option is possible.	Internet
Informations about multi user licenses can be found on the internet http://int.supermailer.de/	

Limits of versions

Version / Program function	Free	Standard	Professional Limited	Professional Unlimited	Professional Unlimited BCC
Max. Amount of email recipients	100	500	5000	unlimited*	unlimited*
Amount of attachments	5	5	1024 ¹	1024 ²	1024 ²
Personalized attachments	Yes, with hint usable	No	Yes	Yes	Yes
Dynamic text blocks	Yes, with hint usable	No	Yes	Yes	Yes
Text blocks	Yes, with hint usable	No	Yes	Yes	Yes
Query function	Yes, with hint usable	No	Yes	Yes	Yes
Tracking function	Yes, with hint usable	No	Yes	Yes	Yes
Usage of own webospace/dedicated server to send emails	No	No	Yes	Yes	Yes
Defining own email header values	No	No	Yes	Yes	Yes
Sending via BCC	No	No	No	No	Yes

* Value depends on available resources of your PC; approx.. 370,000 to 1 Million receivers can be managed

¹The number of 1024 is a fixed value.

Advantages of the registration

- You get the right for long term use of the program SuperMailer this includes also future updates of our software. The updates can be downloaded at any time free of charge from the site <http://int.supermailer.de/>
- The nag screen on the start of the SuperMailer disappears.
- The trial version texts "Send with <http://int.supermailer.de/> " are no longer present in the emails
- You are informed about new versions by email.
- On problems you receive to support by email or ICQ.

How can you order the license?

The ordering of one license is very simple:

1. Start the online registration directly in the program SuperMailer click in menu ? on "Online registration". You will be connected with the internet site <http://int.supermailer.de/> On this page you can find any informations.
2. Registration directly on the web page simply browse to <http://int.supermailer.de/> .