Utilizing the Blank E-Blast Campaign In Moxi Engage

Outlined here are the best practices for leveraging your own blasts in Moxi Engage.

Step 1: Find Blank E-blast in the Library and add it to your campaigns

Incolor Present Engage My Websi	te Impress Promote Testimor	nial Tree	
Library			CLOSE
Pick content to add to My Campaigns and My Ema	ils where you can start emailing your cam	paigns. Stay in flow effortlessly!	
CAMPAIGNS E-BLASTS	EMAILS		All Sources v
Name *	Source *		
Blank E-Blast Blank E-Blast for Agents	Brokerage	PREVIEW	ADD TO CAMPAIGNS
My Moxi Newsletter 12-12-2023	Brokerage	PREVIEW	ADD TO CAMPAIGNS
My Moxi Newsletter 12/5/2023	Brokerage	PREVIEW	ADD TO CAMPAIGNS
My Moxi Newsletter 11/28/2023	Brokerage	PREVIEW	ADD TO CAMPAIGNS

After adding this campaign to your Engage, you will...

- Have the campaign Blank E-Blast under your E-Blasts Tab
- Have the email Blank E-Blast under your My Emails Tab

Step 2: Rename the E-blast Campaign and the Email to match the campaign you're about to send.

Awaiting	g Set Up			
Updar	te Blank E-Blast Name	25 / 64]	
	CANCEL	SAVE		
0	Recipients Create a list of recipients to receive this campaign			Setup
۲	E-blast This one-time email will be sent immediately to any	y recipients th	at are added	Change E-blast

Library ci						
Pick content to add to My Campaigns a	nd My Emails where you can start emailing y	rour campaigns. Stay in flow	effortlessly!			
CAMPAIGNS E-BL	ASTS EMAILS		All Sources 🗸			
Name *	Source *					
MCFL FEB 2024	Brokerage	PREVIEW	ADD TO EMAILS			
Blank Text with Linked Image	Brokerage	PREVIEW	ADD TO EMAILS			
My Moxi Newsletter - 1/25/202	4 Brokerage	PREVIEW	ADD TO EMAILS			
DDM DC Email January 2024 - 2	Better Homes and Gardens Real Estate LLC (parent	PREVIEW	ADD TO EMAILS			

Step 3: Go back into the Library and add the Email Template Blank Text with Linked Image

Step 4: Under the My Email tab, click on Blank Text with Linked Image

Emails		Source	Date Modified		
Blank Text with Linked Image Used in 1 campaign: Blank E-Blast Copy 1	PREVIEW	Brokerage	1/25/24	:	•
Riank E.Riact	DOD/JOW	Brokerage	1/25/24	:	

Step 5: Here, you can update the email's name, subject, preview text, and content.

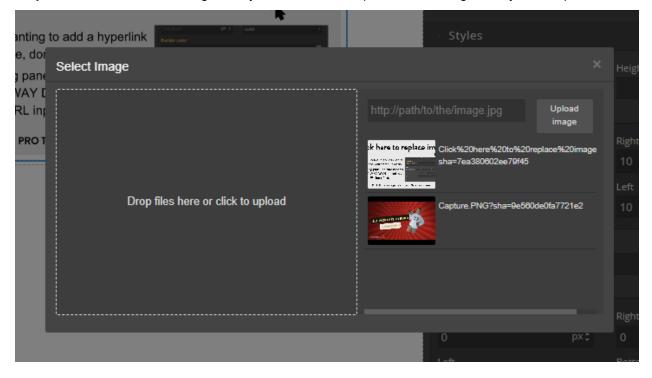
Edit Email	SEND TEST EMAIL
Blank Text with Linked Image	
Set Up Email Create an enticing subject line and preview text	EDIT SETUP
Build Email Start from a template or build from scratch	EDIT EMAIL CONTENT

Step 6: To enter the email content editor, click Edit Email Content.

Step 7: Double-click on "Add text here." to enter the text editor widget. Delete the filler and add the desired email text.

AGENT - DASHBOARD PEOPLE - CALENDAR GOALS CAMPAIG	iNS	<u>↓</u> мі	GRATE TO ENGAGE Find	d people 🛔 🌣 🔳
Undo Redo Gridlines Send test Prev		CHANGE	TEMPLATE	CONTINUE
Text Pub text here.	•	Rows	Content –	Style
Click here to replace in	Cla	sses		
Click here to replace in				
If you are wanting to add a hyperlink		Styles		
to this image, don't forget to do so!	wi	dth		
ALL THE WAY DOWN to find the			px ‡	
URL input field.	Ba	ckground color		
PRO TIP: Sometime you need to Zoom Out in your browser.				
L	ld			
	Tit	le		

Step 8: Double-click on the image, and you'll be asked to upload a new image from your computer.



Step 9: If you want to add a link to your image, scroll to the very bottom of the left-side editor (make sure the image widget is still selected) and add the URL in the URL box at the bottom.

Trouble Shooting Tip - some browsers struggle to show the URL field. If you're not seeing it, zoom out on your browser until the field appears.

T • DASHBOARD PEOPLE • CALENDAR GOALS CAMPAIGNS

Zooming out in Chrome

Zooming out in Safari

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	px ‡	10	px ‡	
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1.80(120) 1201 120)				
Align	÷	=		
	-			
Alt				
URL				

For more on editing emails, check out this Moxi Support Article.

Step 10: If you're happy with how your email looks, click the green *Continue* button at the top of the page.

Step 11: Once you're happy with ALL email settings, you can click Save at the top of the Edit Email page.

Step 12: Back under the E-blast tab, click on the campaign you made in Step 2.

Step 13: Click the Change E-blast button and select the email you created back in Step 11.

← CAMPAIGNS						
E-blast Se	etup			ARCHIVE	FINISH LATER	SEND CAMPAIGN
Awaiting Set Up Update B EDIT NAME		-Blast Name				
	ipients te a list of	recipients to receive this campaign				Setup
Sec. E-bl.		email will be sent immediately to any rec	cipients that are added			Change E-blast
			Opt out of future emails by	clicking unsubscribe		
E-blast	Setup			ARCHIVE	FINISH LATER	SEND CAMPAIGN
Awaiting Set Update EDIT NAME	Blank	E-Blast Name				
	ecipient	S of recipients to receive this campaign				Setup
S E-	-blast					
-		e email will be sent immediately to any re Blank Text with Linked Image	ecinients that are added			
C	C	Blank E-Blast				VIEW
		My Moxi Newsletter - 1/25/2024				
		Template for Daily Videos Copy 1				
		Template for Daily Videos				SAVE
Pa	ast Ema	My Moxi Newsletter - 1/10/2024				
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Step 14: From here, you can choose your recipients and send your e-blast.