

JangoMail Tutorial

Connect to Local Database, Send Personalized E-mails

Use this tutorial to learn how to connect to a database located on your own computer or network, like Access, Excel, SQL Server, or Oracle. JangoMail can pull the data from the database and then send a personalized mass e-mails to e-mail addresses in the database.

Note: that this feature makes use of embedded software within the JangoMail web-page known as an ActiveX control – therefore you must have your browser security set to accept signed ActiveX controls.

1. Setup your computer to allow JangoMail to talk to your database.
 - a. Click the **Extract From My Database** tab.
 - b. Click the **Connect to Local Database** button.
 - c. If you haven't been on this page before, you will see several pop-ups asking you to accept the installation of some software. You must choose Yes to all of these pop-ups.
 - d. After the browser-embedded software is installed, a drop-down menu will appear under the **Create New Profile** section. The dropdown menu will contain three options for database types.
2. Create a connection profile to your database.
 - a. Select your database type from the dropdown menu next to **Select database**. There are options for Excel and Access. If your database is Oracle, SQL Server, or any other ODBC compliant database, choose "Advanced".
 - b. Click the **Create Profile** button.
 - c. A popup screen will appear where you must specify your database information. After you have specified all necessary information, including database username/passwords, database name, and SQL query, click the **Save Profile** button. The web page will refresh and you should see your profile listed.
 - d. To connect and pull the data from your database, click the **Connect** button next to the profile.

Note: If data was successfully pulled from your database, you will be taken to the Send E-mail screen. If there was an error, a popup box will appear informing you of the error.

3. Compose / send personalized message
 - a. If you are transferred to the **Send E-mail** screen, there will be a green box at the top of the screen informing you how many records have been pulled from your database. JangoMail is now set to send an e-mail to these members.
 - b. Click the **Compose New Message** button.
 - c. Enter a **From Display Name, Subject, and Message**. You can personalize the Subject and/or Message by using the fields pulled from your database.
 - d. The blue area above the Subject field lists the fields pulled from your database so that you can paste them into your Subject / Message. The

syntax for personalization is %%fieldname%%. For example, if one of the fields pulled from your database is FirstName, enter %%FirstName%% within the Subject/Message to personalize with this field.

- e. Click the **Send E-mail** button.

Note: *If at anytime after pulling the records from your database, you navigate away from the Send E-mail section by clicking on another main tab, the data you pulled will be lost, and you will have to start the process all over again.*

How else can JangoMail interact with your local database?

JangoMail can also synchronize unsubscribe and bounce data with your local database in real-time. These parameters are under **My Options → Local Database**.