

JangoMail Tutorial

Connect to Local Database, Send Personalized Emails

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 emails to email 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 **CONNECT TO 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 Email 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 Email** 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 email 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 Email** button.

Note: *If at anytime after pulling the records from your database, you navigate away from the Send Email 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 **SETTINGS → Local Database**.