

Newsletter Feature: How do I add multiple subscribers to a newsletter group?

In order to import a CSV of subscribers into your group you must create the group first.

After your group is created follow these steps:

1. Click Newsletter from your Web Builder Dashboard and select the Import Tab
2. Browse for your CSV and submit
3. Choose the rows that match your fields (First Name, Last Name, Email)
4. Select from the drop down "Put these in the Group" which group your new subscribers will be added too
5. Submit your Subscribers. You will get a confirmation that they have been added

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