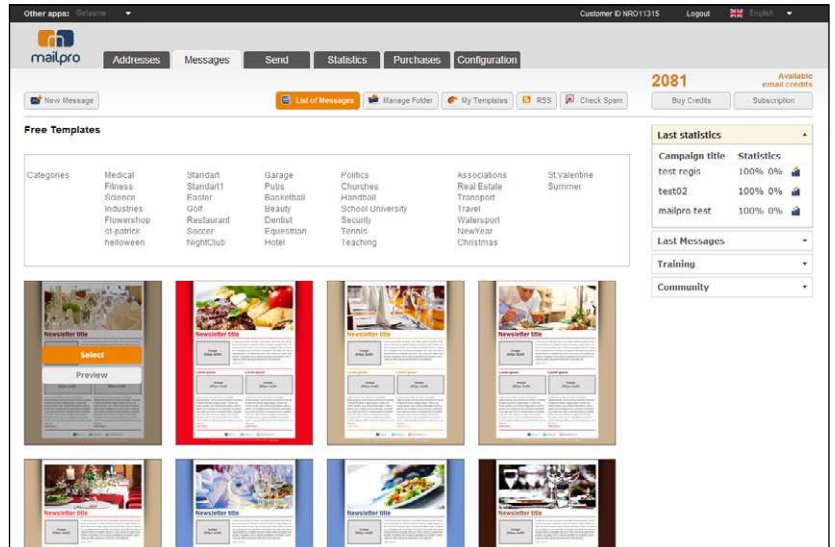
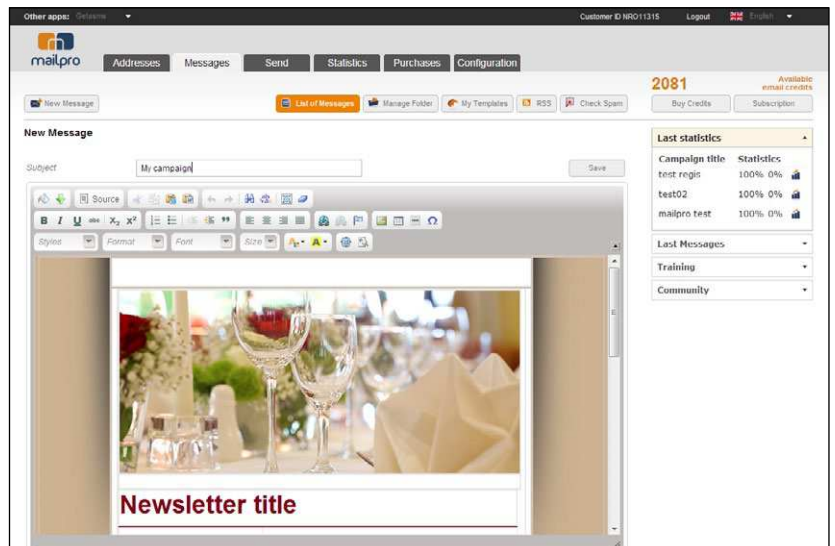


Build newsletter with Mailpro templates

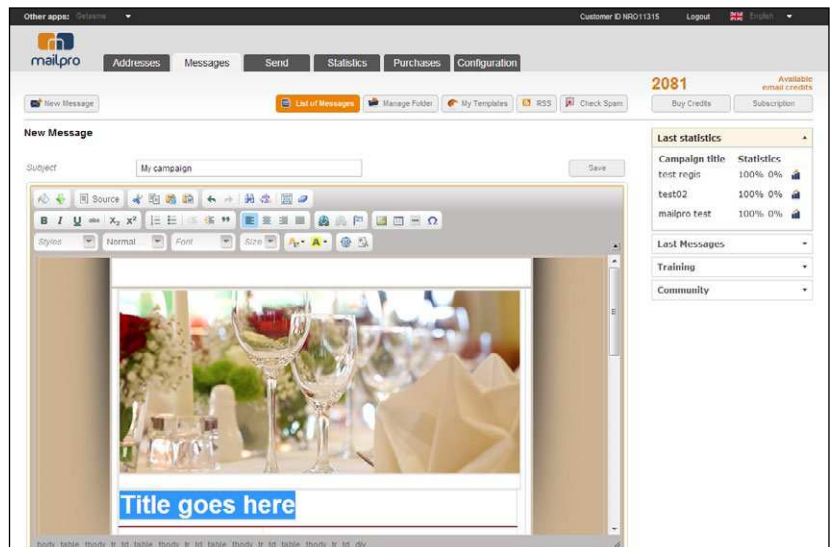
1 Choose your free template.



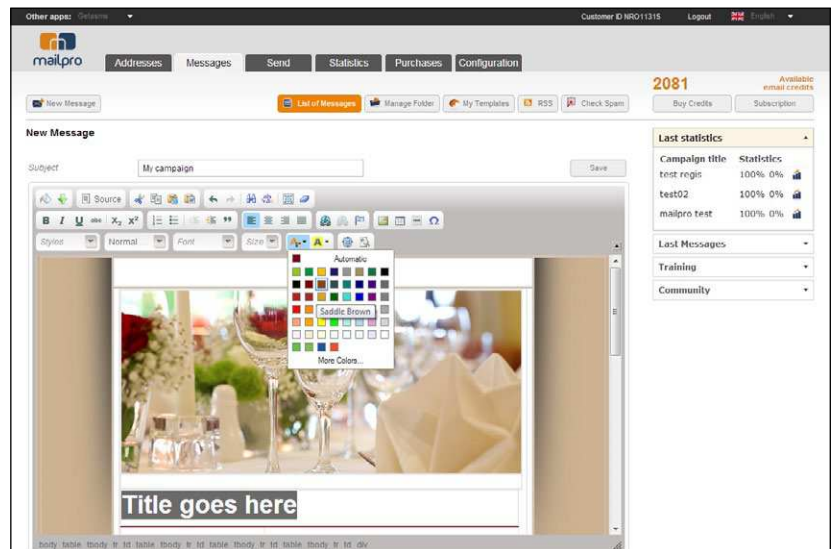
2 Edit your message subject.



3 Edit your newsletter title.

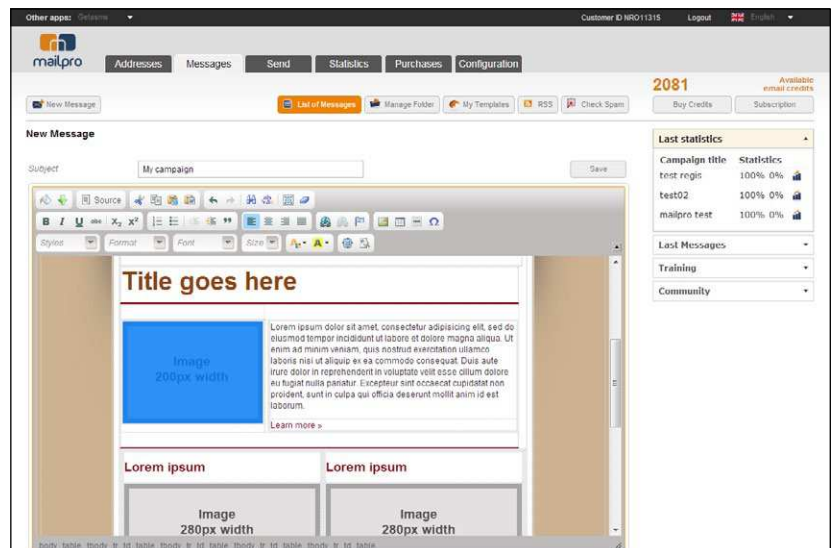


You can change the title color from the font color menu.

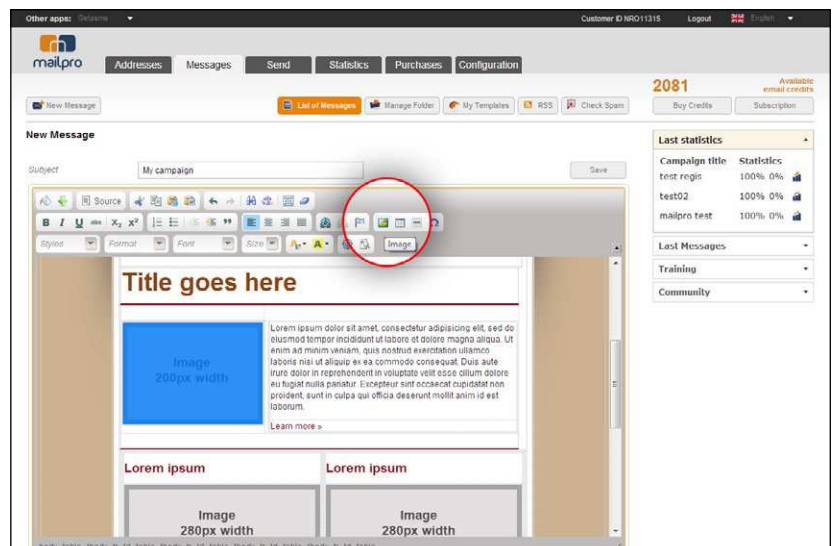


4 Editing your main news image.

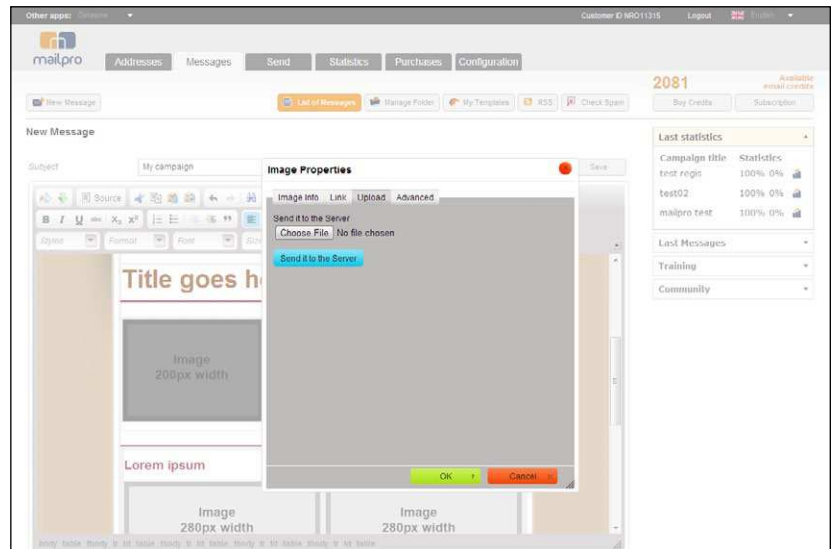
a). There is a placeholder image inserted into the newsletter. You should change that image with your image in relation with your main news, product or any image related to you.



b). With the image selected hit the "image" icon in the toolbar.



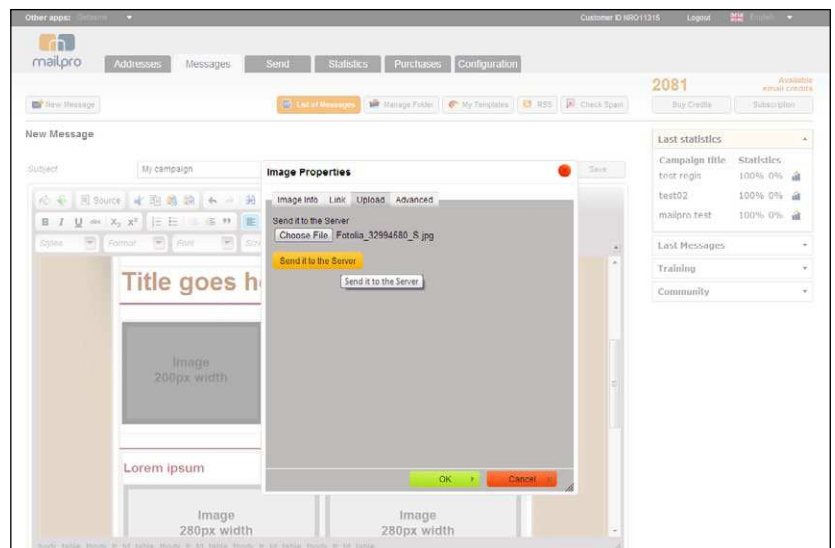
c). Choose the upload tab from the Image properties box.



e). Select your image to be uploaded.

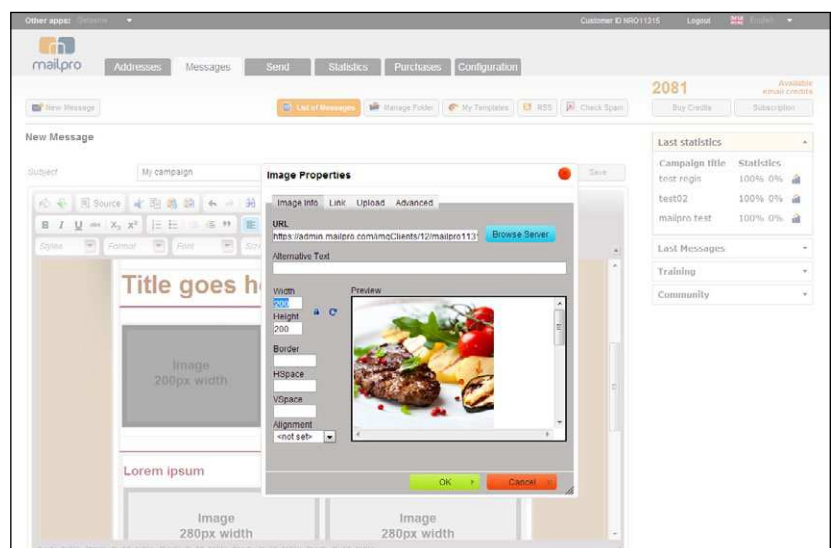
Hit the "Send to the Server" button to upload your file.

Once the image uploaded you can edit the alternative text for your image (this text will be shown in the place of the image when the images are not loaded).



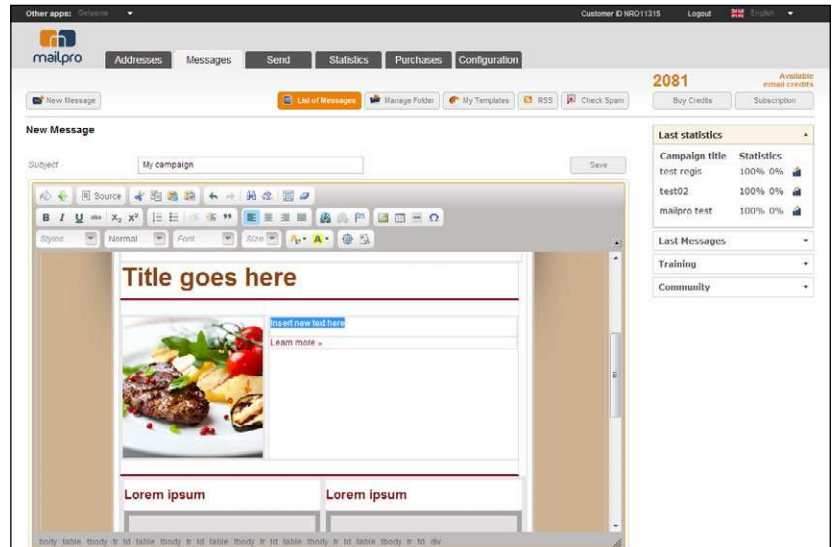
f). Change your image width to 200px, the height will adjust proportionally. This is very important to be set. Each placeholder image in the templates indicates the exact width of each image. If you not set this value your image will push your text out from the newsletter.

Hit the OK button to insert your image.

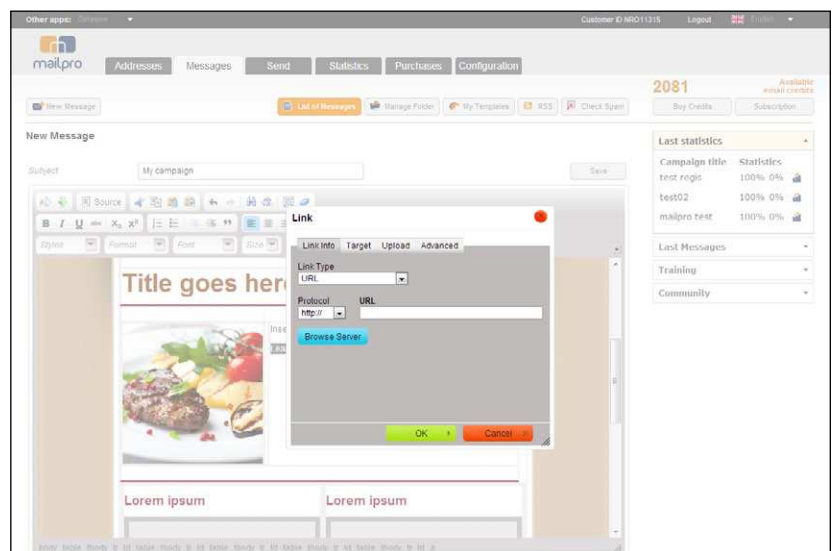


5 Editing your main news text.

a). Select all the placeholder text and replace it with your own text.

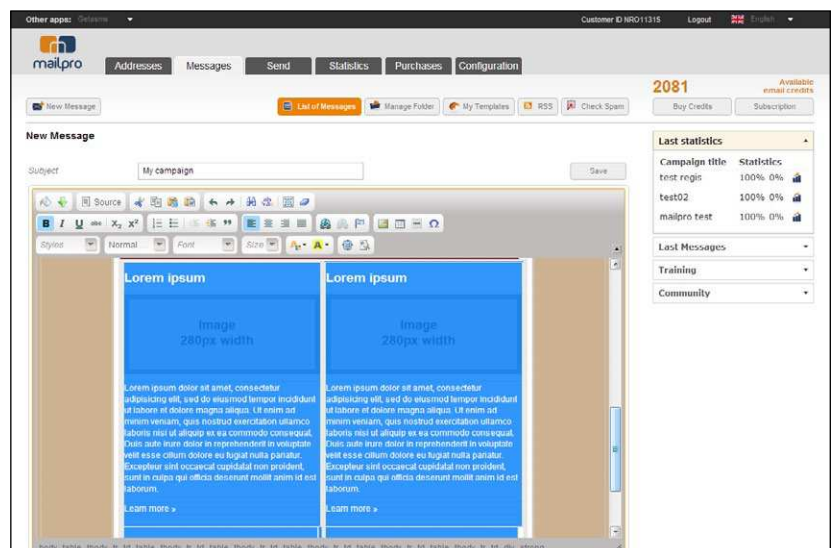


b). After each textbox you can find a "Read more" link. If you have detailed information about your news, on any website, you can insert your link here by hitting the Link button from the toolbar, and insert your link into the Link window.

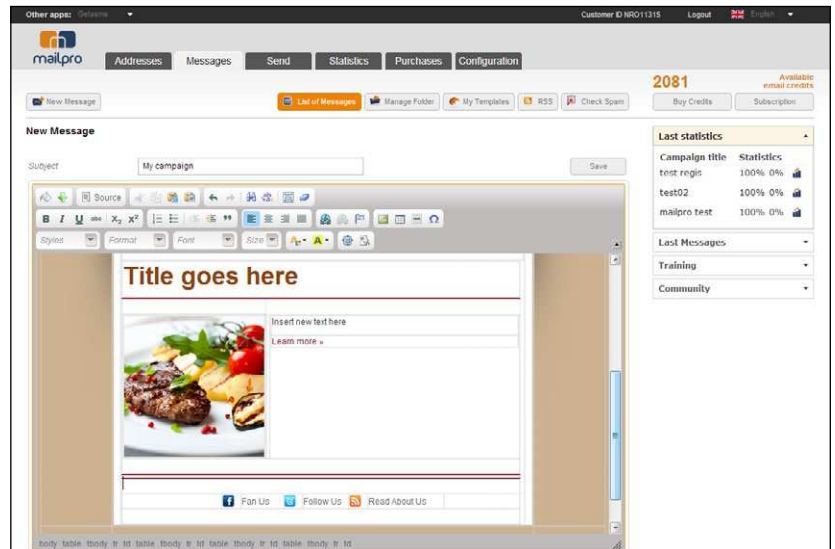


6 Your newsletter template usually contains two additional news area.

After you edited your main news area, you can repeat step 4 and 5 for each additional news area. At step 4 when you set the image width you should set the uploaded images to 280px width for the two additional news area.



7 If you don't have additional news to share you can simply select this two additional news area and delete them from your newsletter.



8 When you finished editing your newsletter hit the "Save" button to save your newsletter.

