

EmailTemplates module

Last Modified on 09/11/2024 1:28 pm IDT

 This article is designated for administrators.

About

Use this module to set up email templates that will be sent out to users.

Ensure there are no Access Control Profiles set up for specific domains. The video portal uses four types of email templates for registration:

- **registrationEmailTemplates** (verification mail)
- **confirmationEmailTemplates** (confirmation mail)
- **passwordEmailTemplates** (reset password mail)
- **passwordConfirmEmailTemplates** (password updated successfully)

All emails support the following tokens: {FIRSTNAME} {LASTNAME} {COMPANY} {COUNTRY} {EMAIL} {QRCODE}. You can add a template for each language by clicking **+addRegistrationTemplate**.

Configure

1. Go to your Configuration Management console, and click the **EmailTemplates** module. You can also navigate directly using a link:

https://{your_KMS_URL}/admin/config/tab/emailtemplates.

Channels
Client
Debug
EmailService
EmailTemplates
Gallery
Header
Languages

The EmailTemplates module page displays.

Configuration Management

Server Tools

Backup Configuration
Player replacement tool

Global

Application
AddNew
Auth
Categories
Channels
Client
Debug
EmailService
EmailTemplates
Gallery
Header
Languages
Login
MediaCollaboration
Metadata
Moderation
My-media
Navigation
Player
PlaylistPage
Recaptcha
Search
Security
SharedRepositories
Widgets
TimeAndDate
Modules

EmailTemplates

Module Info

Info: Create email templates that will be used throughout the site for user triggered emails (such as registration). Make sure to configure the way emails are sent from the [EmailService](#) module.

template

Localized versions of a specific email template

1 **DELETE**

templateName: The template name - used to identify the template

localizedTemplate

Templates for a specific locales. When no locale fit - the template for En will be used.

1 **DELETE**

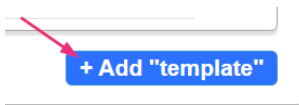
languageCode: The template language code. Default is En, used when no other selection fit.

subject: The email subject.

body: The email body in html. This field supports custom tokens from the language module, and also the following local tokens: {FIRSTNAME} {LASTNAME} {TITLE} {COMPANY} {COUNTRY} {EMAIL} {URL} {QRCODE}. If you are using [emailLogin](#) module, you can use {MAGICLINK} as an authentication link to the site and {MAGICLINK}'+{relative_path} to link to a specific URL.

2. Configure the following:

+Add "template" - Click to add a template per local code. Configuring this section adds localized versions of a specific email template.



templateName - Enter a template name that will be used to identify the template, for example: **Confirm registration and set password.**

localizedTemplate - Templates for a specific locales. When no locale fits - the template for En (English) is used.

languageCode - Select the language of the email from the drop-down menu. The default is English (En), and is used when no other selection fits.

subject - Type in the email subject line, for example, **Confirm registration and set password.**

body - Type in the email body in html. This field supports custom tokens from the language module, and also the following local tokens: {FIRSTNAME} {LASTNAME} {TITLE} {COMPANY} {COUNTRY} {EMAIL} {QRCODE}



You can use an HTML editor of your choice, such as [Create a New Pen](#) or [W3Schools online HTML editor](#).

bodyAsText - This is for **calendar invites** only. The body of the invite, displayed in

the email, supports HTML formatting. However, the bodyAsText field should be plain text without any HTML, as it appears in the calendar invite itself. Tokens can still be used, as shown in the example below:

bodyAsText

Used for the calendar invites only. While the body will be showed in the invite email (with HTML), the bodyAsText should be without any HTML and will be seen in the calendar invite itself. Tokens are still supported.

```
Hi {FIRSTNAME}
It would be great to see you on {DATE}!
Here is your link - just copy and past it when the time comes:
{URL}
```

The [siteRegistration module](#) is further configured to support this type of invitation.

If you are using the emailLogin module, you can use {MAGICLINK} as an authentication link to the site and {MAGICLINK}&ref=[relative path] to link to a specific URL.

3. Click **Save**.

HTML examples used in the body of the email

Confirm registration and set password

Hi {FIRSTNAME} {LASTNAME}

Click on the following link to confirm your account registration and to set your password.

Thank you!

Registration complete

Hi {FIRSTNAME} {LASTNAME}

Thank you for registering for the KMS.

Please log into the KMS

Thanks!



Reset your password

Please [click here](#) to reset your password

Please note: This link will expire after 30 minutes.

Reset password confirmation

Hi {FIRSTNAME} {LASTNAME}

Your password has been reset

Please login to the [KMS](#)

Thanks!
