



## **User Manual**

# Extension

This extension allows to create groups of subscribers in order for sending Emails to different groups

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## Features:

- Easy creation of Groups
- Adding and Deleting subscribers from Groups
- Selecting a Subscribers Group during Newsletter Template creation
- Selecting a Subscribers Group during Newsletter Queue creation
- Sending emails to subscriber groups
- User can join a group of his interests
- Subscribing same user to different groups
- Fast adding of new subscribers by e-mail
- Link Newsletter Group to Customer Group(s)

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## Group List

ADMIN - Newsletter Groups List Newsletter->Newsletter User Groups

“Groups List View” Tab.

List of existed groups. With such information as Group Name, Number of subscribers, List of User Groups linked to current Group, Creation Date

ID	Title	Number of users	Creation Time	Action
5	Bestsellers	3	Sep 15, 2014 4:00:59 AM	Edit

Group name	Subscribers in group
NOT LOGGED IN	2
General	0
Wholesale	1

## ADMIN - Creating Newsletter Group Newsletter->Newsletter User Groups->Add Group

“Group Information” Tab.

On this page you can set a Name of the Group, select Visibility of this group in the block of available subscribers on FrontEnd and add emails of subscribers manually if needed. Also you can link Magento User Groups to Newsletter User Groups.

The screenshot shows the 'Edit Item' form for a Newsletter Group. The title is 'Bestsellers'. The 'Assign to user Group' dropdown menu is open, showing options: 'NOT LOGGED IN', 'General', 'Wholesale', 'Retailer', and 'GAAAA'. The 'Visibility on Frontend' dropdown is set to 'Enabled'. There is a text area for 'Add Subscribers emails' which is currently empty. A success message at the top states 'Group was successfully created/edited'. Navigation buttons include 'Back', 'Reset', 'Delete Item', 'Save Item', and 'Save And Continue Edit'.

“Add Subscribers to Group” Tab.

On this Tab you can select subscribers from database, which you want add in current group. After you selected needed customers you can save a Group by clicking on “Save Item”.

The screenshot shows the 'Add Subscribers to Group' tab. It displays a table of subscribers with columns: ID, Email, Type, Customer Group, Customer Firstname, Customer Lastname, Customer Name, Customer Phone, Status, Website, Store, and Store View. Two subscribers are listed, both with the email 'newsletter@ngbore.pro' and Type 'Guest'. The table is filtered to show 2 records out of 2 found. Navigation buttons include 'Back', 'Reset', 'Delete Item', 'Save Item', and 'Save And Continue Edit'.

ID	Email	Type	Customer Group	Customer Firstname	Customer Lastname	Customer Name	Customer Phone	Status	Website	Store	Store View
1	newsletter@ngbore.pro	Guest						Subscribed	Main Website	Main Website Store	Default Store View
2	newsletter@ngbore.pro	Guest						Subscribed	Main Website	Main Website Store	Default Store View

## Deleted Subscribers From Group

When you edit some Group, you can delete subscribers from it. Just go to “Subscribers in Group” tab, select a needed Subscribers and click “Delete Item”.

The screenshot displays a web application interface for managing a newsletter group. On the left, there is a sidebar with navigation options: "Item Information", "Group Information", "Subscribers in Group", "Add Subscribers to Group", "Import Subscribers to Group", and "Categories Association". The main content area shows a success message: "Group was successfully created/edited". Below this, there is a warning: "If this Group assigned to Customer Groups, then subscribers from those groups aren't displaying in this list". Another warning states: "Selected Subscribers will be deleted from Group after save". The interface includes a table with columns: ID, Email, Type, Customer Group, Customer Firstname, Customer Lastname, Customer Name, Customer Phone, Status, Website, Store, and Store View. The table contains 5 rows of subscriber data, all with a status of "Subscribed".

ID	Email	Type	Customer Group	Customer Firstname	Customer Lastname	Customer Name	Customer Phone	Status	Website	Store	Store View
5	newsletter@inglone.pro	Guest	---	---	---	---	---	Subscribed	Main Website	Main Website Store	Default Store View
5	newsletter@inglone.pro	Guest	---	---	---	---	---	Subscribed	Main Website	Main Website Store	Default Store View
4	newsletter@inglone.pro	Guest	---	---	---	---	---	Subscribed	Main Website	Main Website Store	Default Store View
3	newsletter@inglone.pro	Guest	---	---	---	---	---	Subscribed	Main Website	Main Website Store	Default Store View
2	newsletter@inglone.pro	Guest	---	---	---	---	---	Subscribed	Main Website	Main Website Store	Default Store View

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## Creating a newsletter Queues and Templates.

During Queue creation you can choose Newsletter Group assign to. If Group is selected, then newsletter will be sent to all subscribers from this group.


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## Frontend

If you set frontend visibility value to “Enable”, at least to one Group, you will see a Newsletter block on the left bar of your web-site.

The screenshot shows a frontend newsletter block. It has a header with a mail icon and the word "NEWSLETTER" in orange. Below the header, there is a "Newsletter Group:" label followed by a dropdown menu showing "Fresh News". Underneath is an "E-mail:" label followed by an empty input field. At the bottom of the block is a blue "Subscribe" button.

Also you can give users a possibility to subscribe for different groups at the same time:

 **NEWSLETTER**

**Newsletter Group:**

**Bestsellers**

**Fresh News**

**E-mail:**

**Subscribe**

Enable that you can in System -> Configuration -> Newsletter -> Newsletter Group Settings -> Allow users subscribe for multiply groups -> Yes

**Newsletter** Save Config

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**Subscription Options**

**Newsletter Groups settings**

Enable groups subscription block on Frontend	Yes	[STORE VIEW]
Allow users manage their groups subscription	Yes	[STORE VIEW]
Allow users subscribe for multiply groups	Yes	[STORE VIEW]
Show Name field	No	[STORE VIEW]
Show Phone field	No	[STORE VIEW]