

Newletter Portal

Overview

ResultsVault integrates with a sophisticated newsletter creation and management interface - [SendGrid](#) - to provide the ability to send Newsletters (known within SendGrid as 'Marketing Emails') to large numbers of recipients.

Email addresses from Person Filters are automatically synchronized into a SendGrid Recipient List.

Further information on the SendGrid features can be found [here](#).

Please contact [support](#) for more information about associated costs.

Accounts can be set up either:

- with a recurring monthly fee which gives a certain number of emails per month - this is typically used by larger organisations
- via a pre-paid system where an organisation purchases a number of 'credits' which can then be used as required to send emails - this is ideal for smaller organisations

Setup

Please contact [support](#) for initial setup with SendGrid.

After initial setup has been completed, accessing SendGrid for the first time would require verification of Account Details and Sender Address within the SendGrid system.



Things to avoid within SendGrid

- Changing your username and/or password within SendGrid (Account Settings screen): This prevents integration with ResultsVault and may suspend your account.
- Changing the name of a Synchronized Recipient List. These lists are designated with [RV_SYNC] in their titles. Note - if a person filter is renamed, the synchronization will break, in this case it can be restored by renaming the Recipient List within SendGrid accordingly. If synchronization is broken a person filter can be re-synchronized, however this will create a new Recipient List.

Access

We integrate with SendGrid to provide our Newsletter Manager functionality.



Click to access SendGrid to create and send Newsletters

Click the link on the portal page to access SendGrid. This will sign you in using the primary credentials of your SendGrid account.

Before accessing SendGrid, [synchronize](#) any Person Filters that you wish to use as Recipient Lists.