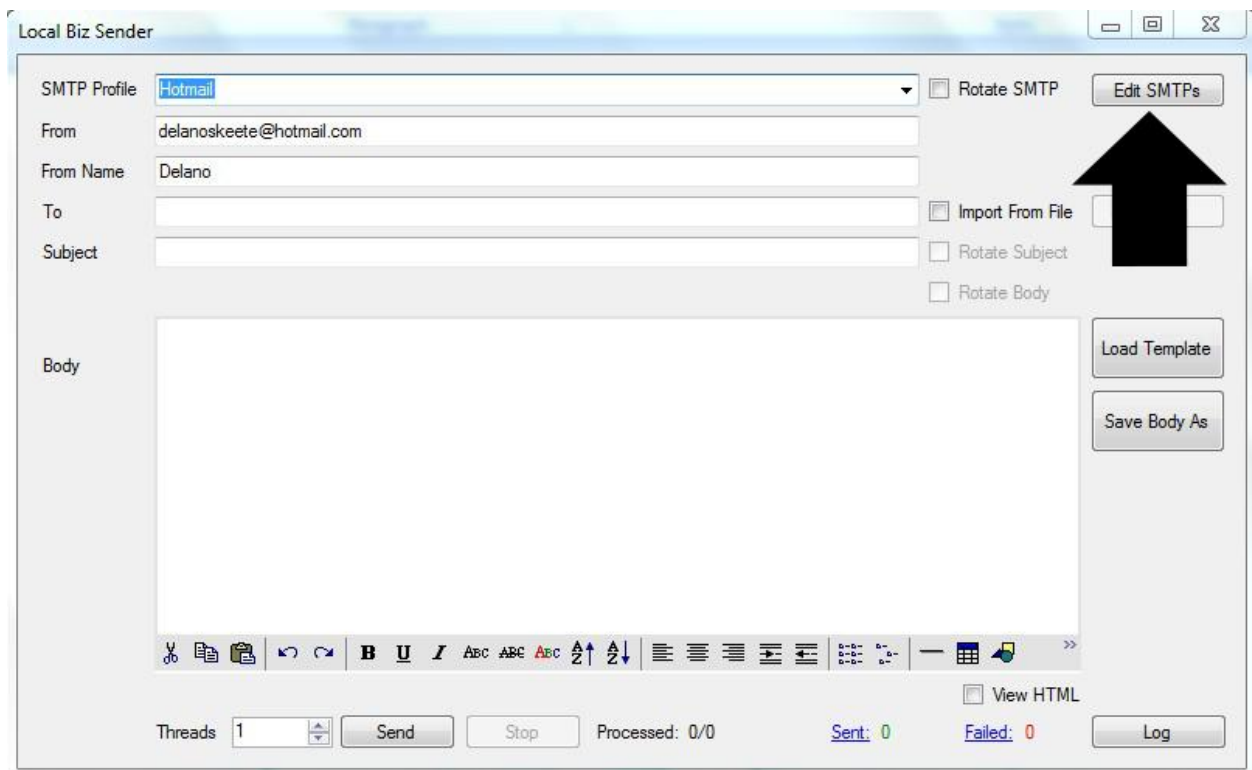# Local Biz Sender User Guide

Thank you for your purchase of Local Biz Sender. We are going to go through the basic options available with the SMTP software. Most of the options are self-explanatory, but each will be addressed in this document.

Installation

This software can only be installed on a PC, running Windows operating systems. There are two versions of the software. The first is for computers running 32 bit operating system which is labeled as x86 version, and then there is the 64 bit operating system version which is labeled as x64. Please be sure to install the version that matches your operating system.

Set Up Process

After installing the software and you have opened it, the first thing you will need to do is setup an SMTP account. To do this, click on the "EDIT SMTP" button in the upper right corner.

When you click on "Edit SMTPs" you will be presented with the option to enter the SMTP details.

As you can see in the screenshot, you have the following options:

SMTP Name: This can be any profile name, it should be set so that you can easily distinguish which SMTP account you are using.

SMTP Server: This will be the SMTP information that was provided to you by your service provider, it is the SMTP relay account name. For example, smtp.live.com (if using Hotmail SMTP server).

SMTP Email: This is the assigned email address.

Display Name: This is the FROM name that will be used for the emails sent.

SMTP Password: This is the assigned password for the SMTP email account.

Enable SSL: If the SMTP server requires SSL for sending then you must check this box.

Port: Each SMTP server has a specific port that mail must be sent through; you will need to find out from your provider what their assigned port is.

Email Per Hour: This is the amount of email allowed to be sent through this SMTP account each hour.

Email Per Day: This is the amount of email allowed to be sent through this SMTP account per day.

At any point you can make updates or changes to the SMTP account by simply double clicking on it, then making the necessary changes and then clicking "UPDATE". If you want to rotate, check "Rotate".

Importing SMTP Accounts

If you have a batch of SMTP accounts that you want to import at one time, then be sure to use the following format for importing the SMTP accounts. The below should be saved in .txt format.

1Yahoo|smtp.mail.yahoo.com|organomagnesiumemma@yahoo.com|Jacob|pylwnt|0|587|3|450

Each aspect of the SMTP account is separated by the | delimiter. So the above line will read as follows:

1Yahoo = SMTP Name
smtp.mail.yahoo.com = SMTP Server
oranomagnesiumemma@yahoo.com = SMTP Email
Jacob = Display Name
pylwnt = SMTP Password
0 = SSL (This would be 1 if SSL is required)
587 = Port
3 = Hourly Limit
450 = Daily Limit

So an example of importing several SMTP accounts your file would look like this:

1Yahoo|smtp.mail.yahoo.com|organomagnesiumemma@yahoo.com|Jacob|pylwnt|0|587|3|450

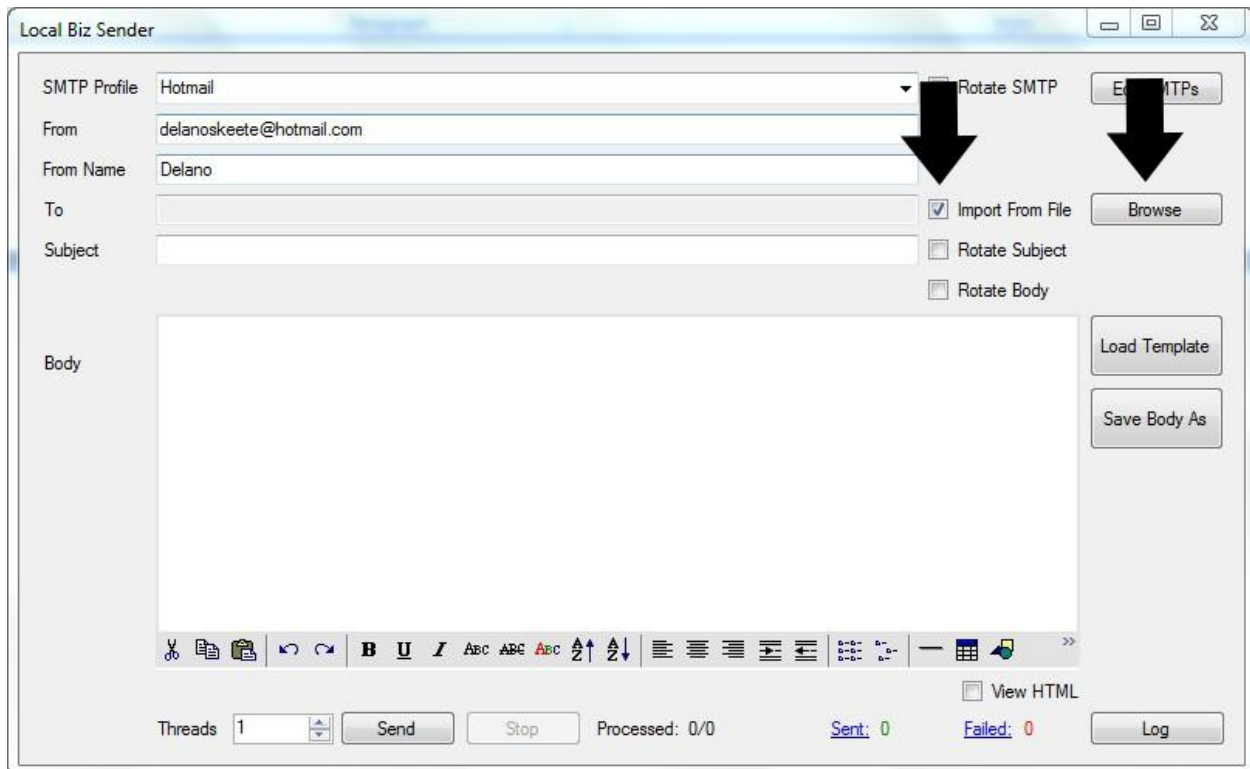2Yahoo|smtp.mail.yahoo.com|rombergsandy@yahoo.com|Mason|swowix|0|587|3|450

3Yahoo|smtp.mail.yahoo.com|rotkowitzdebbie@yahoo.com|William|lpaful|0|587|3|450

4Yahoo|smtp.mail.yahoo.com|mettejulene@yahoo.com|Jayden|wqombb|0|587|3|450

5Yahoo|smtp.mail.yahoo.com|lobadokathy@yahoo.com|Noah|lkbcyv|0|587|3|450

Importing Email Addresses

Now that you have setup your SMTP accounts, you'll want to import the email addresses. If you are importing plain text files that contain only email addresses then you can simply check the "Import" check box then click on the "browse" button.
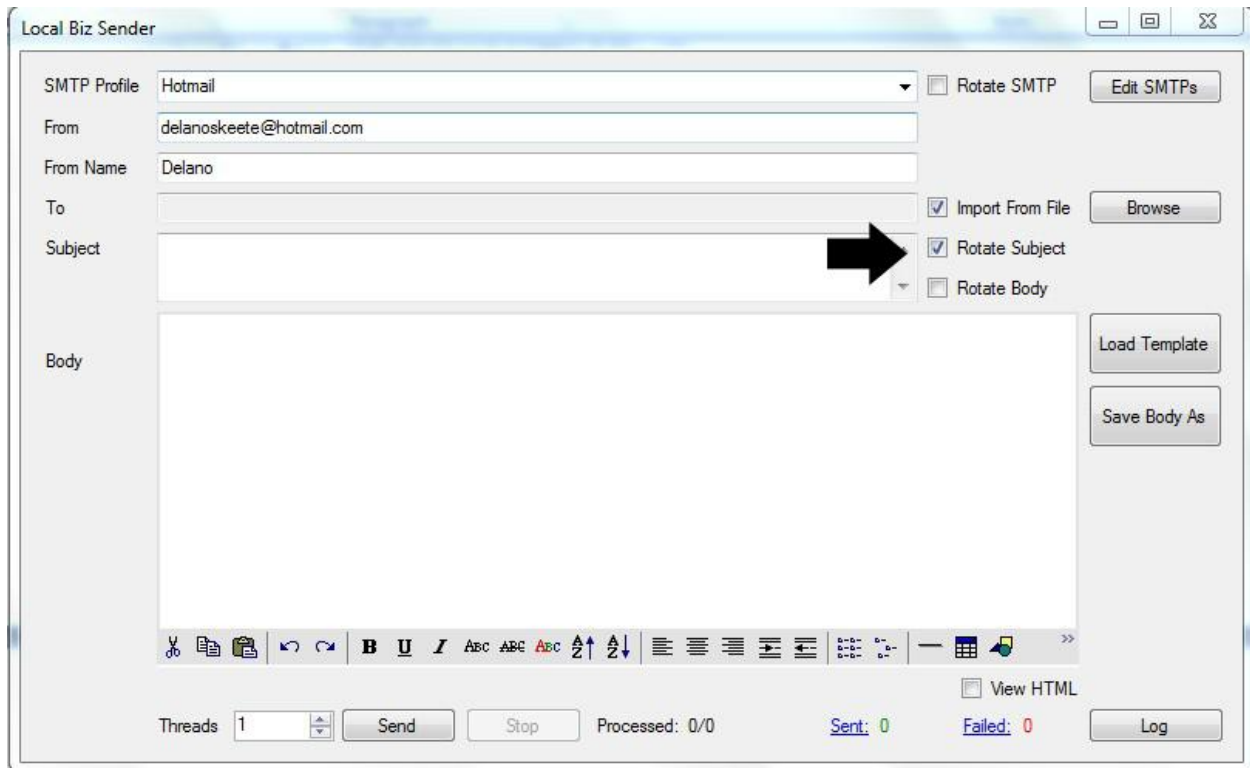

Find the list of emails that you want to import, then they will appear in the "To" section. If you want to import data that contains the first and last name or more info, then be sure to use the following format when importing your data. Our software supports CSV files.

First Column should be labeled as "Email"
Second Column should be labeled as "First Name"
Third Column should be labeled as "Last Name"
Fourth Column should be labeled as "Address"
Fifth Column should be labeled as "OptinWebsite"
Sixth Column should be labeled as "IP Address"

An example import file was included with the download of this product, you can refer to that to make sure your format matches.

Subjects

You can write one subject or a series of subject lines that will be rotated evenly.
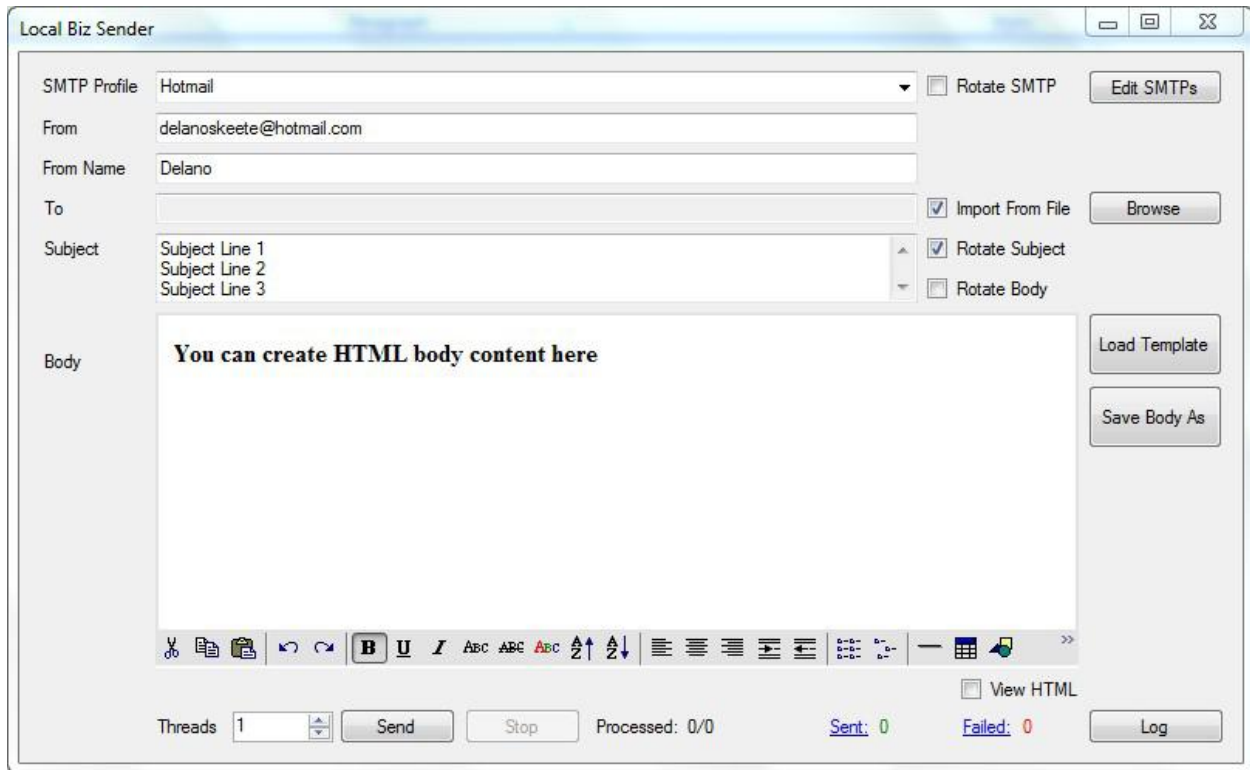

If you are writing multiple subjects, simply write one subject per line.

Body Content

You also have the option to rotate your body content. To do this, put a check in the "Rotate Body". Only check this box after you have created a body message. By default, we have included basic body templates for those users who promote "Offline Services" to local businesses. These can be edited or deleted if not needed.

After creating your body content, you can click "Save Body As" and specify a name for that template so that you can use it at a later date. To open the template at another time, simply click "Load Template" and select the template that you would like to use.

If you would like to enter "Raw HTML" from another source, place a check in the "View HTML" box and you can paste your HTML code into the body of the message along with making any manual HTML coding adjustments to the body content.

Threads

You can set as many threads as you require, this is to enable the software to "run faster" and send multiple messages at once. Please take note the speed is dependent on your computer, along with how many connections your SMTP server will allow.

By default this is set to "1", but can be adjusted as needed.

Logs

The software tracks "Logs" so you can see what any of the error messages are if the mail is not being sent. It is a good way to troubleshoot and see what specific problems are occurring with your mail.

Processed

This keeps track of how much mail has been sent in relation to the total amount of your list.

Sent/Failed

This is the amount of mail that has been successfully sent, and the number of messages that have failed.

SMTP Services

We recommend the following:

a) SMTP.com
b) SendGrid.com
c) ElasticEmail.com
d) SocketLabs.com
f) JangoSMTP.com

Conclusion

If you have any questions regarding the software you can contact us at any time at
support@localbizsender.com. Whenever an update is released, you will be notified via email, as all
clients are added to our notification list by default.

We appreciate your business!