
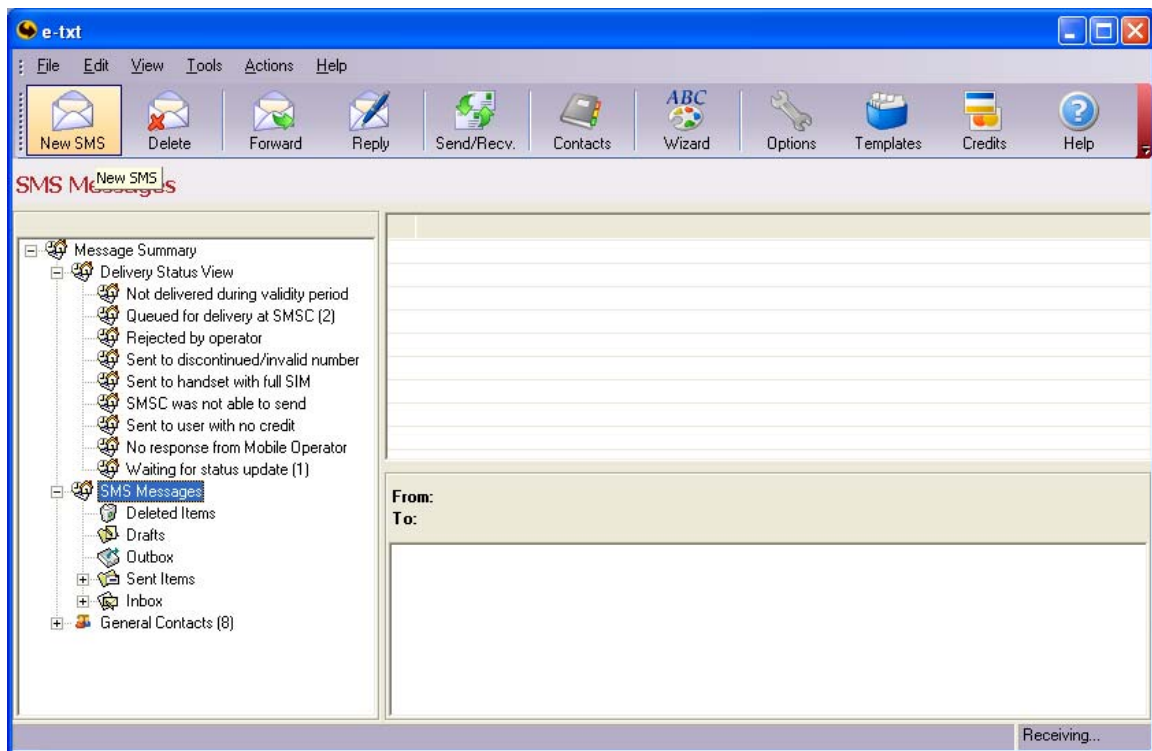


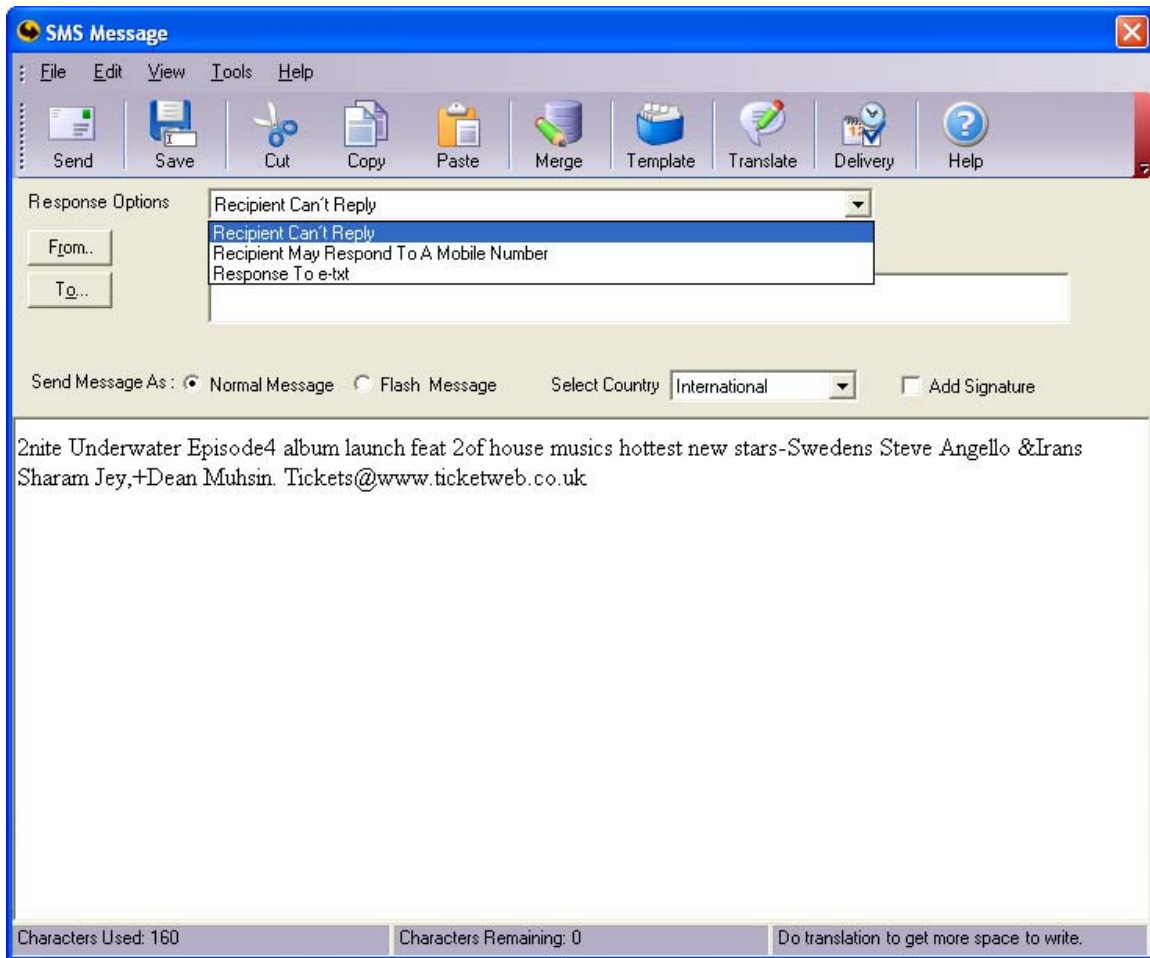
## How to set the sender ID (sender name or other identification) of a text message

When you send a message, you can choose from several ways to identify yourself, depending on what sort of response you want to get (or not get). There are 3 ways of doing this. For each of them start by:

1. Opening e-txt™ by clicking on the  icon on your desktop or selecting **Start-> Programs-> e-txt -> e-txt**
2. Ensure that the **Contacts toolbar** is displayed by having a contacts folder selected in the **Main Navigation Tree** (If a **Message** folder is selected the Main Toolbar changes dynamically to the **Messaging Toolbar**).
3. Click on **New SMS** (top left icon) to open a new SMS window.



4. You will see there is a Response Options box with 3 response options listed:



- **Recipient Can't reply** - this means you can put your name e.g. "Kings Head". The name can be up to 11 characters long.
- **Recipient May Respond to a Mobile** - this is useful if you are sending an individual message that may get a response, and then leaving the office. You can request that the response is sent to a mobile phone.
- **Response to e-txt** - This is ideal for promotions as if the recipient replies, the message arrives in your inbox just like email, and can then be responded to automatically (don't you wish email was like that?!). It is also good because it let's people opt-out if they want to (see "How to set-up automatic Opt-outs")

#### (a) 'Recipient Can't Reply' Option

Click on the **From** button and you will be able to enter, for example, your business as the sender name or sender ID (Identification). This means that when people read your text, they will immediately see that it came from your name.

NB It also means that you can recognise text tickets that have been sent directly from you, compared to tickets that have been forwarded by your recipient to a friend of theirs.

Below you can see what the window will look like when you are about to add 'Kings Head' as a sender.

**Options**

General From Signature Layout Translator Receive Connection

**From: Enter Your Name or a Mobile Number**

Enter your From name and click on Add to store. You can then select this name for sending messages

Mobile Numbers should be entered in International format and without spaces. See help on Importing Contacts for details of international number format. If entering a mobile number check "Is a Mobile Number" box.

From Name will be validated on the Dynmark Messaging Platform. You need to be online to add or edit From names. Invalid From names will not be saved.

Kings Head

☐ Is a Mobile Number

447817674682  
447974193782  
Dynmark

Add  
Edit  
Remove

Ok Cancel

You will find that the sender name is limited to 11 characters. This is the international standard for SMS text messages and is therefore the longest it can possibly be.

#### (b) 'Recipient may Respond to a Mobile Number' Option

If you want people to respond to a mobile phone, you can set the Sender ID to a mobile telephone number. This means that people will think the message comes from your mobile, and if they reply, the message will be received back to your mobile. This is good if you only expect a small number of individual replies, and will not be at your PC.

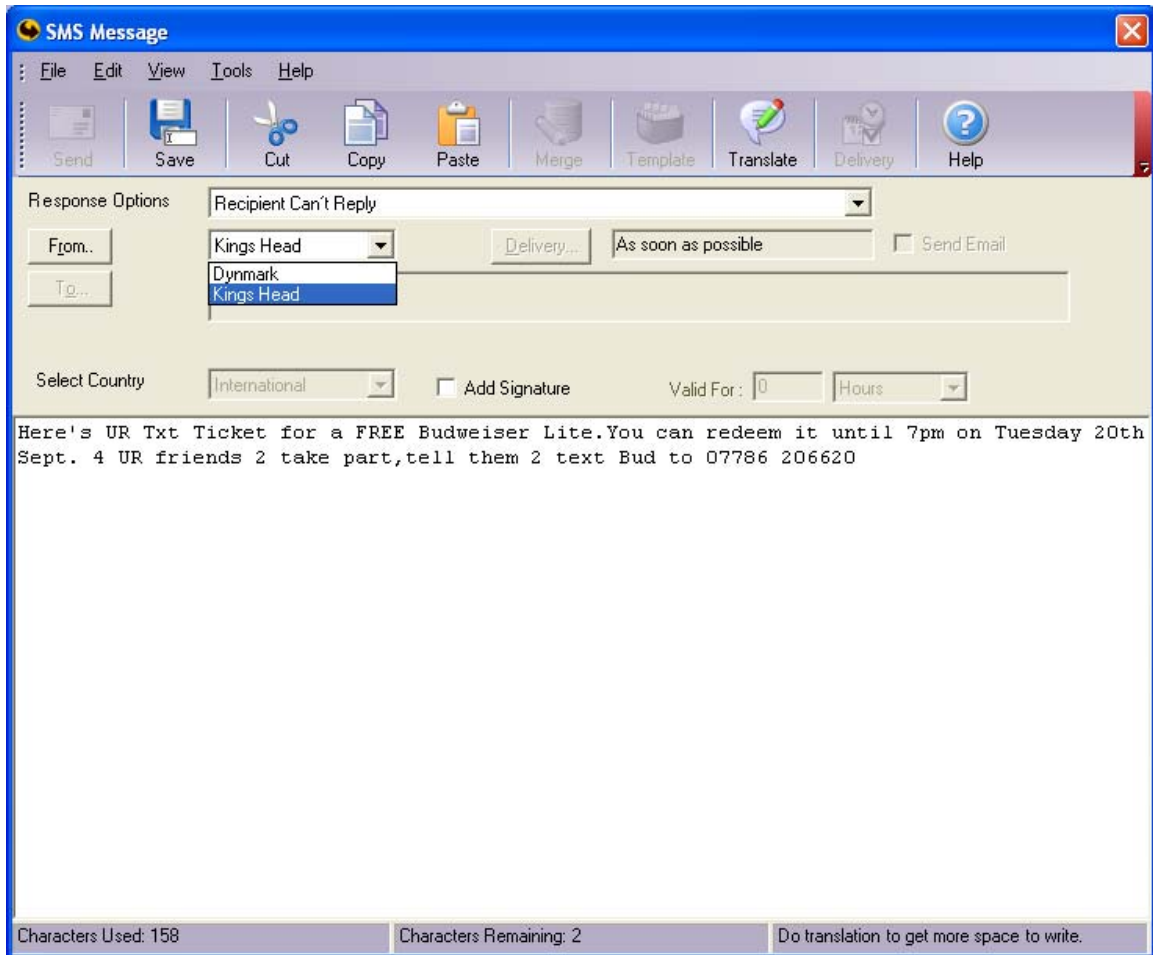
Simply enter the number in the box in international format, which means:-

- For UK numbers it starts with **447**
- Ensure that there are no spaces

Check **Is a Mobile Number** and click **Add**. There are 2 examples in the window above.

### (c) When you have already set the Sender ID

When you choose either of the options above, if you have already set ID's, e-txt will choose one of your pre-set names or mobile numbers. If for example you have chosen **Recipient Can't Reply**, you can choose which pre-set Sender ID to use by clicking the arrow to the right of the 'From..' button, to get this box:



The screenshot shows the 'SMS Message' application window. The 'Response Options' dropdown is set to 'Recipient Can't Reply'. The 'From..' button has a dropdown arrow next to it, which is currently open, showing a list of pre-set Sender IDs: 'Kings Head', 'Dynmark', and 'Kings Head'. The 'To..' button is also visible. The 'Delivery...' button is set to 'As soon as possible'. The 'Send Email' checkbox is unchecked. The 'Select Country' dropdown is set to 'International'. The 'Add Signature' checkbox is unchecked. The 'Valid For' field is set to '0' hours. The text area contains the message: 'Here's UR Txt Ticket for a FREE Budweiser Lite.You can redeem it until 7pm on Tuesday 20th Sept. 4 UR friends 2 take part,tell them 2 text Bud to 07786 206620'. The status bar at the bottom shows 'Characters Used: 158', 'Characters Remaining: 2', and 'Do translation to get more space to write.'

Simply highlight the one you want.