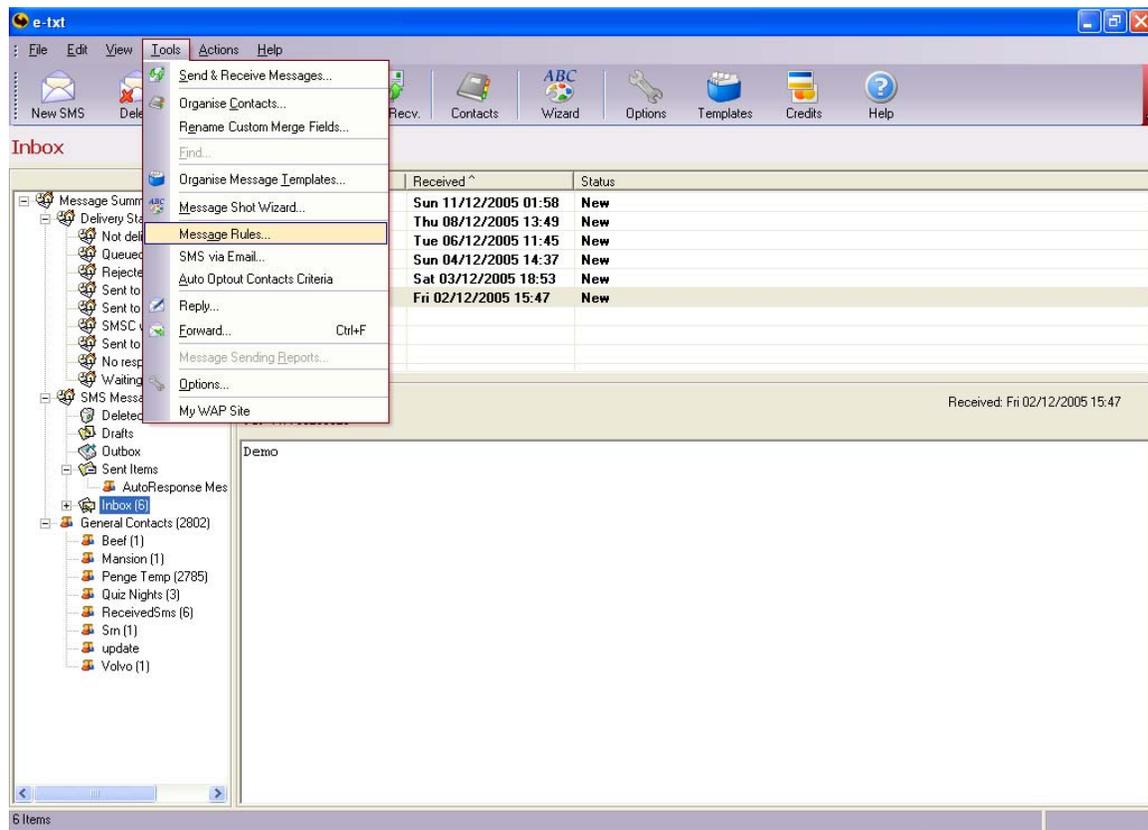


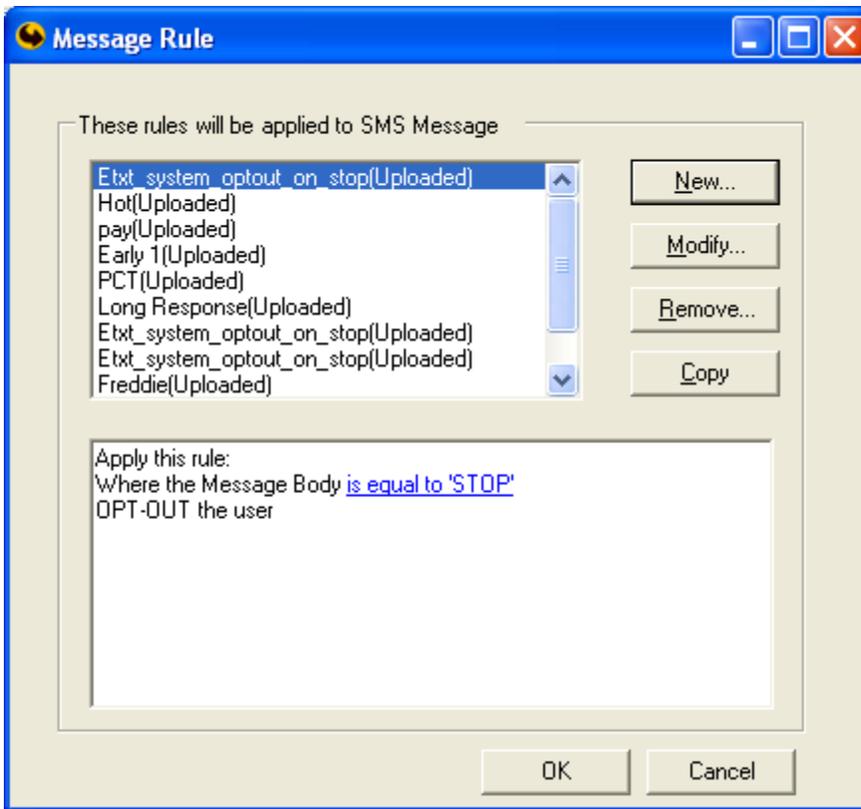
How to automatically add name and contact number to your list from received text messages

In the section on **mobile list building techniques** you can read about dedicated numbers and how they can help with building your list of mobile numbers. This guide tells you how to set up e-txt™ to add name and mobile numbers.

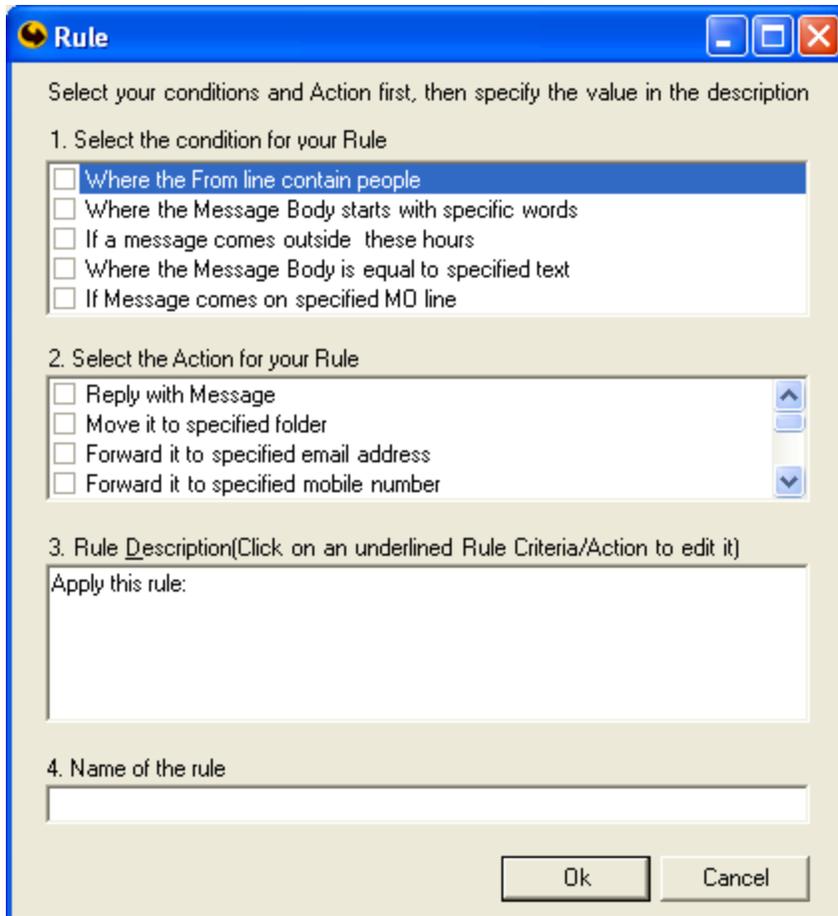
1. Open e-txt™ by clicking on the  icon on your desktop or selecting **Start-> Programs-> e-txt -> e-txt**
2. Ensure that the **SMS Messages toolbar** is displayed by having a messaging folder selected in the **Main Navigation Tree** (If a **Contacts** folder is selected the Main Toolbar changes dynamically to the **Contacts Toolbar**).
3. Go to **Tools** on the main toolbar and choose **Message Rules**



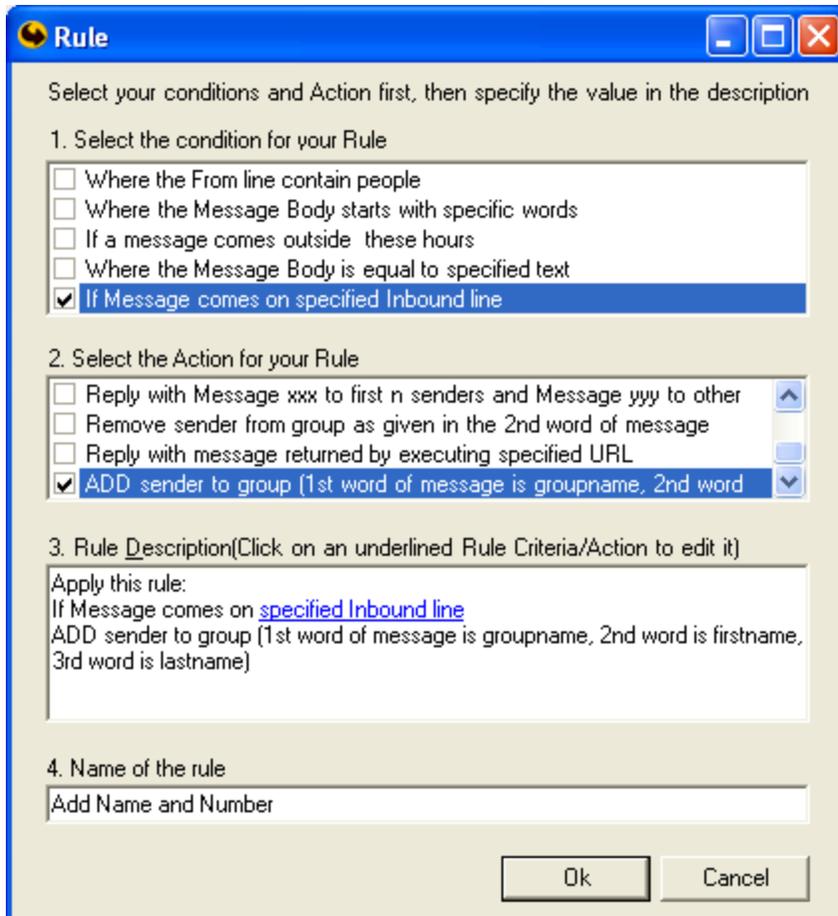
4. You will get the box shown below.



5. Click on **New**. You will see a box like this:



6. In the first box, tick **If Message comes in on specified Inbound line**
7. In the second box, use the down arrow at the right and tick the rule **ADD Sender to group..**
8. The third box shows the description of what the Rule will do, in simple English. The fourth box is for the Rule Name. Enter whatever name you would like.



The key to making this work, is for your marketing material to tell people to enter a keyword like 'Yes', 'Bud', 'Fri', or even just a one letter keyword like 'A', 'Y'. When they follow this with their name, and text e.g. 'Yes John Dobson', e-txt™ will add their mobile number and name to e-txt as members of the group called 'Yes'.

If they mis-spell Yes as e.g. 'Yis', their name will be added to a new group called Yis. You will easily be able to identify and fix these later.

Normally this rule is used in conjunction with another Rule that sends a reply. (see **How to set up automatic Replies**)