
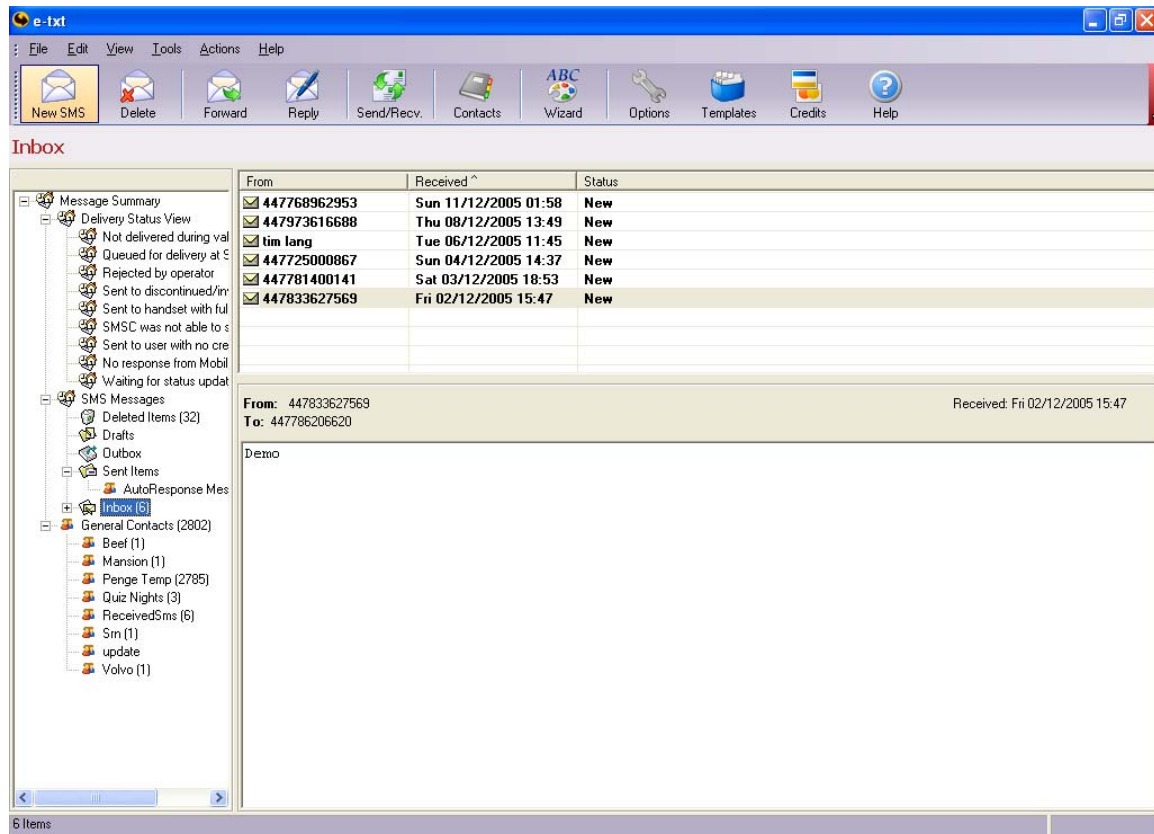


How to schedule a message to be delivered at some point in the future

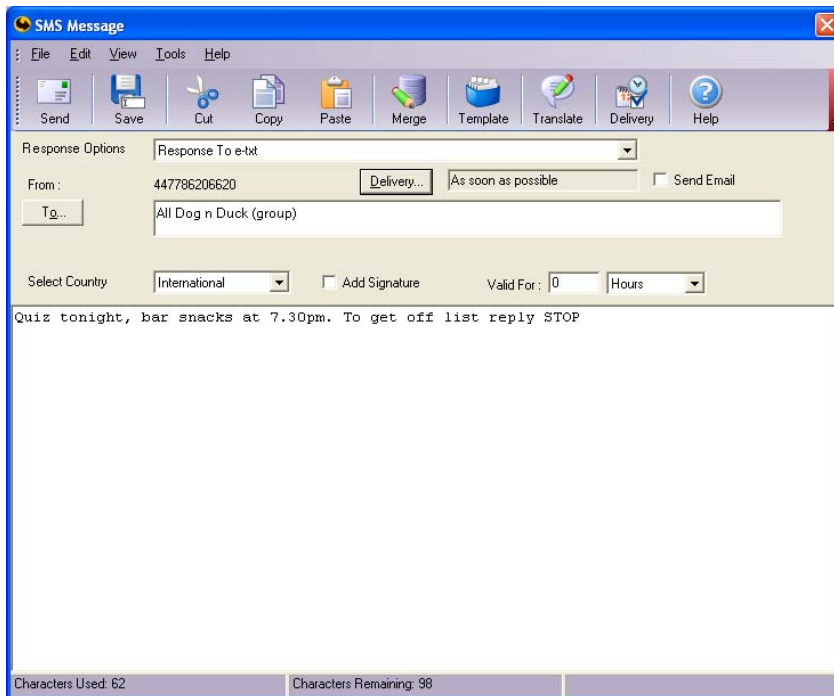
You can easily choose the most appropriate time to send your messages in advance, and you don't need to be at your PC for them to go when you want. For example, on a Friday you can set up a promotion for the following Wednesday evening, with texts going out on Wednesday afternoon. This also means that you can queue a promotion to be delivered while you are at work or out of the office.

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. Click on **New SMS** (top left icon) to open a new SMS window

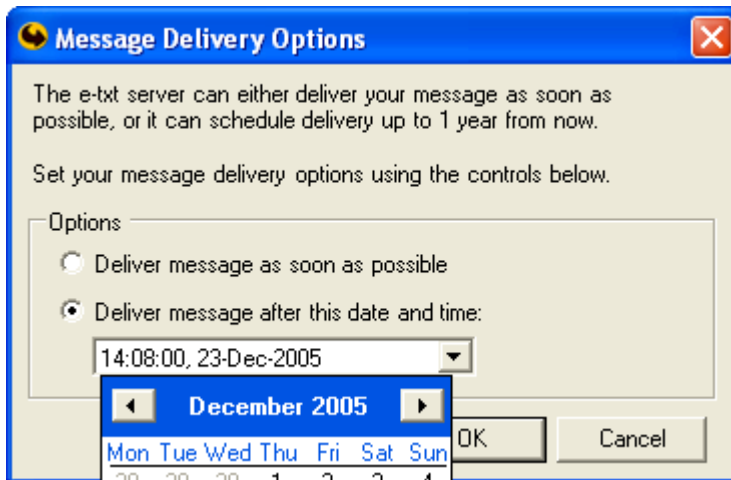


4. Write your message

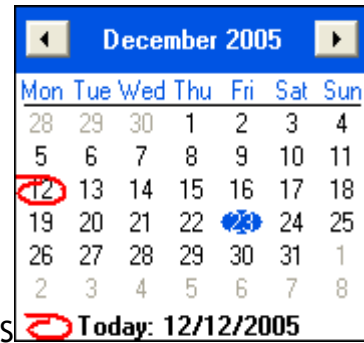
In this screen you can see that when sending the message, you can specify **Delivery**. The default is **As soon as possible**



5. Click on **Delivery** to bring up the **Message Delivery Options**



NB - NOTE TO LAYOUT PERSON...WICKMEDIA???? THE CORRECT PICTURE SHOWS THE FULL CALENDER OPTIONS BOX, BUT WITH THE STATEMENT 'DELIVER AFTER THIS DATE



AND TIME' ETC AS ABOVE...A COMBINATION OF THESE PICS

6. Type in your proposed time and date of delivery or click on the date on the calendar which appears automatically. You can schedule delivery for up to a year in advance.

Your message will be sent from you and safely stored on our servers until the time specified when it will be released.