

Managing Send from Email addresses

10 Steps [View most recent version](#) 

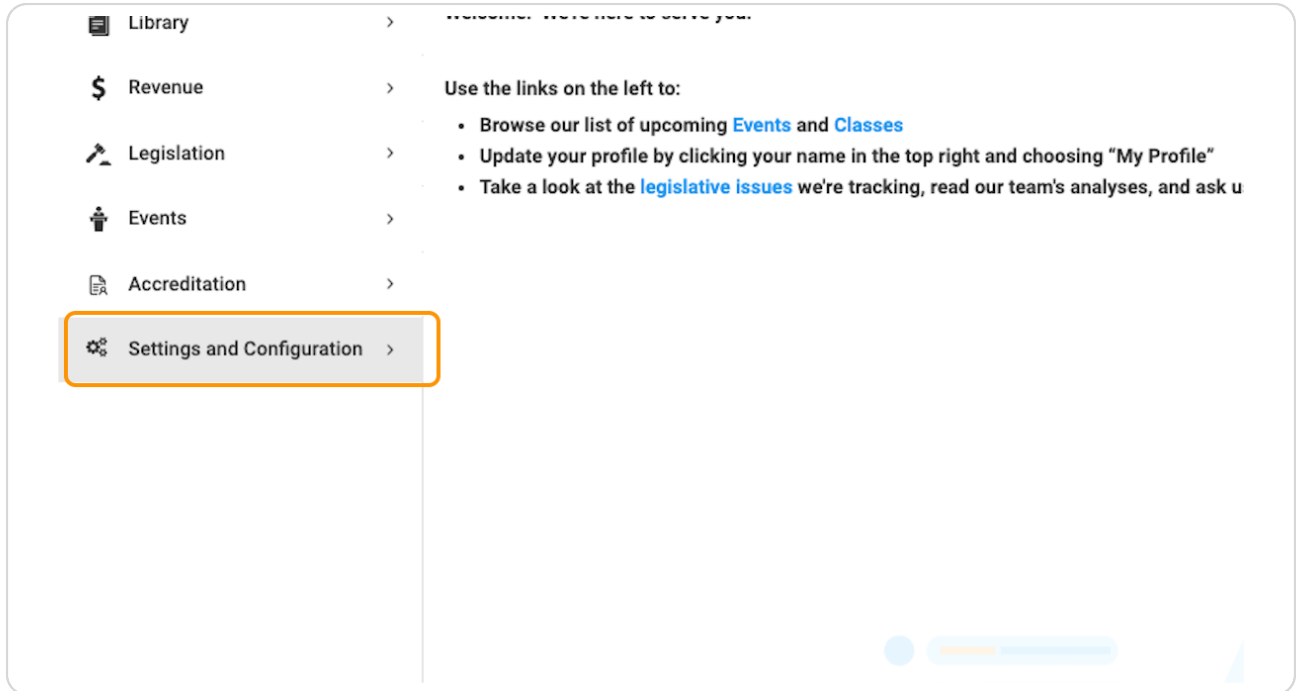
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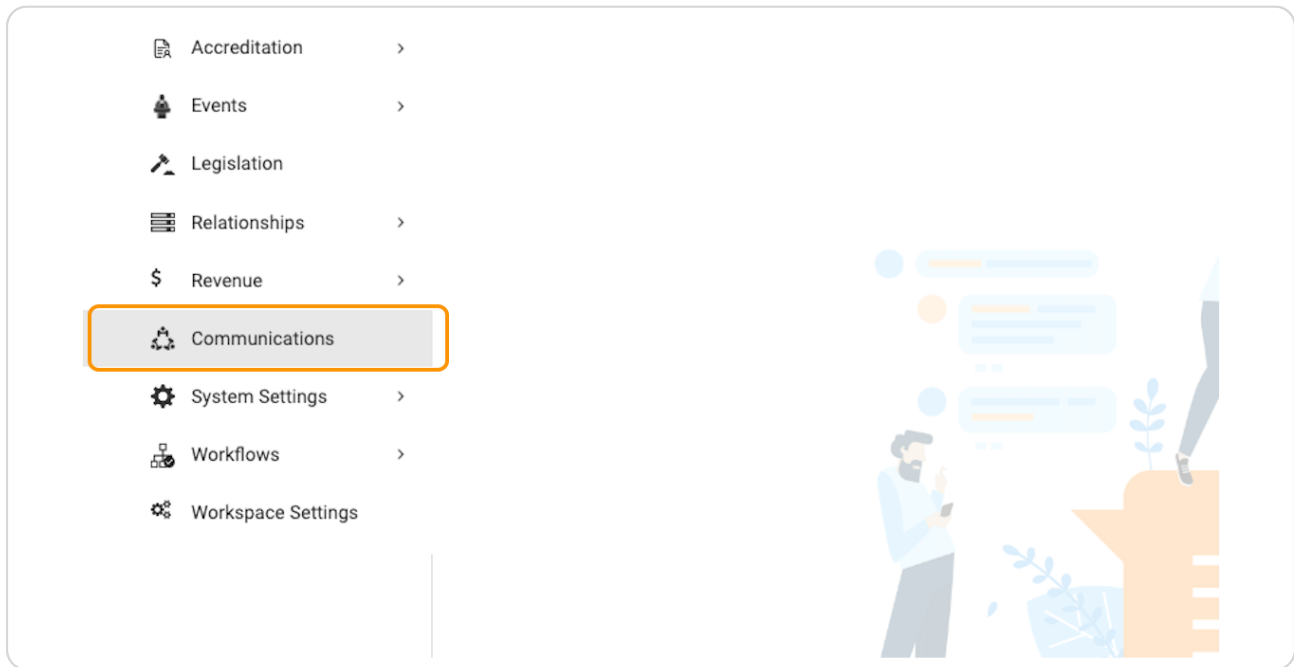
STEP 1

Click on Settings and Configuration



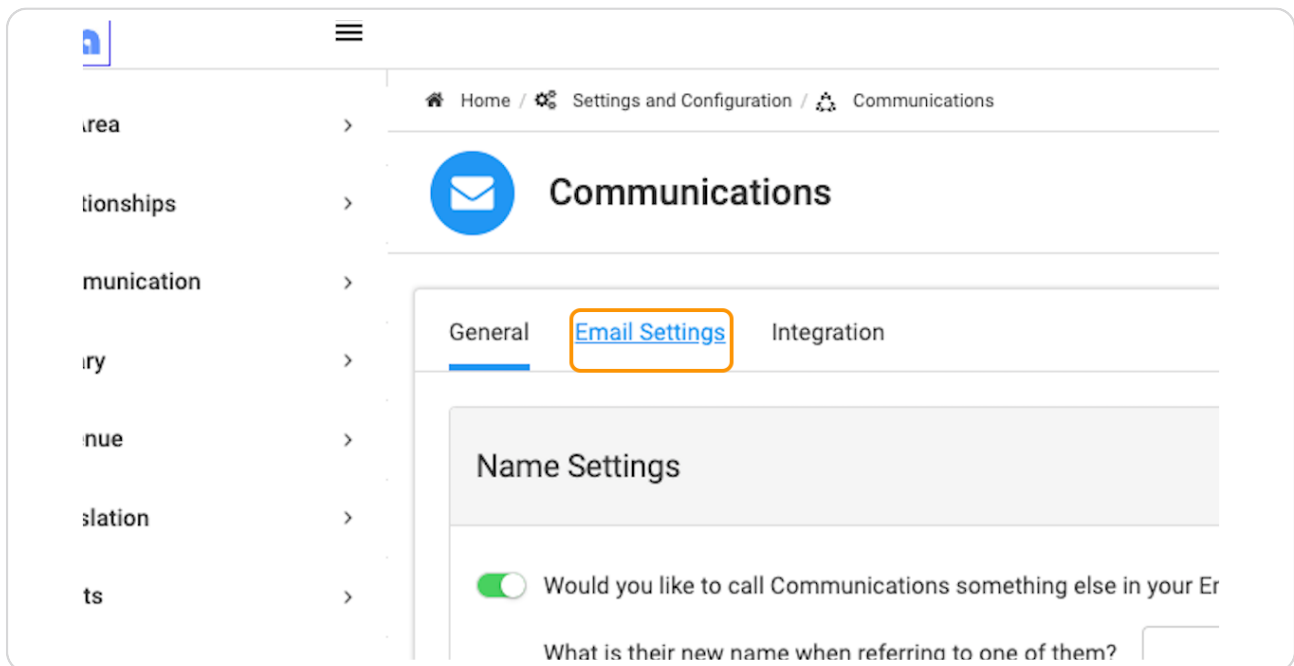
STEP 2

Click on Communications



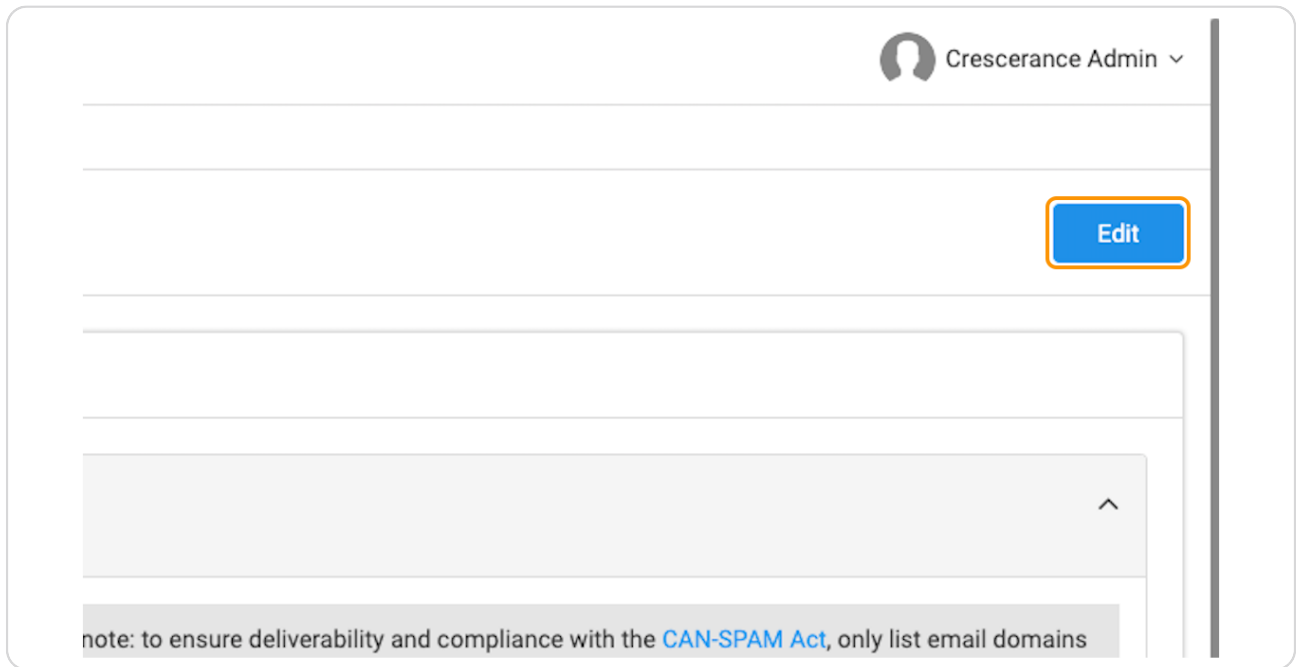
STEP 3

Click on Email Settings



STEP 4

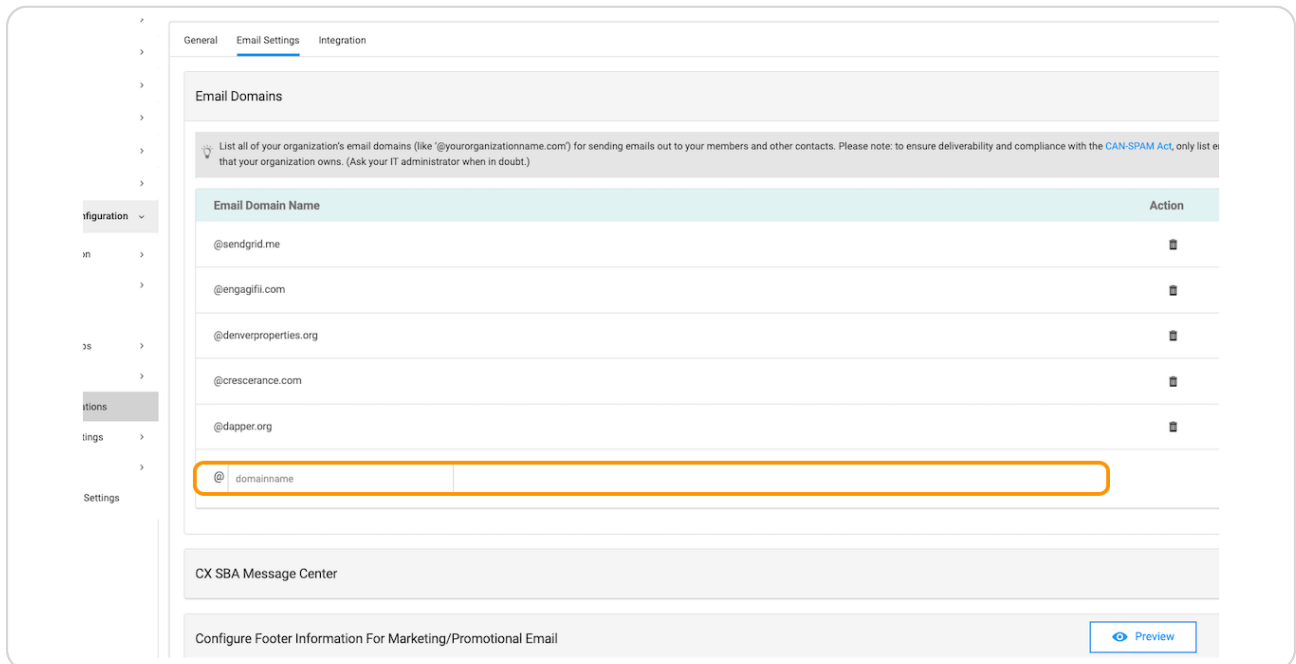
Click on Edit



The screenshot shows the top right corner of the Crescerance Admin interface. The user is identified as 'Crescerance Admin' with a dropdown arrow. Below this, there is a blue 'Edit' button with a white border, which is highlighted with a thick orange border. The background is a light gray with horizontal lines, suggesting a list or table of items.

STEP 5

Type in text box the email domain from which you wish to send from

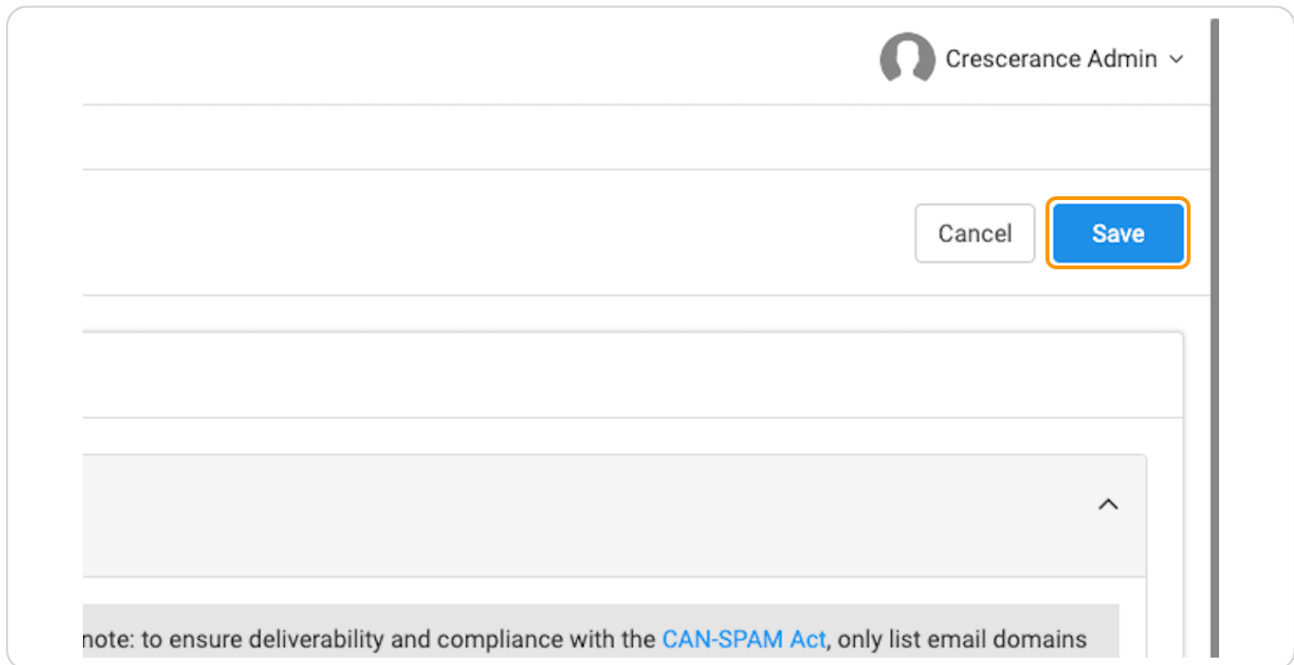


The screenshot shows the 'Email Domains' settings page in the Crescerance Admin interface. The page has a navigation menu on the left with 'Settings' selected. The main content area has tabs for 'General', 'Email Settings', and 'Integration', with 'Email Settings' active. Below the tabs, there is a section titled 'Email Domains' with a help icon and a note: 'List all of your organization's email domains (like @yourorganizationname.com) for sending emails out to your members and other contacts. Please note: to ensure deliverability and compliance with the CAN-SPAM Act, only list email domains that your organization owns. (Ask your IT administrator when in doubt.)'. Below this note is a table with two columns: 'Email Domain Name' and 'Action'. The table contains five rows of domains: @sendgrid.me, @engagifii.com, @denverproperties.org, @crescerance.com, and @dapper.org. At the bottom of the table, there is a text input field with a placeholder '@ domainname' and a blue border, which is highlighted with a thick orange border. Below the table, there is a section for 'CX SBA Message Center' and a section for 'Configure Footer Information For Marketing/Promotional Email' with a 'Preview' button.

Email Domain Name	Action
@sendgrid.me	[Remove]
@engagifii.com	[Remove]
@denverproperties.org	[Remove]
@crescerance.com	[Remove]
@dapper.org	[Remove]
@ domainname	[Remove]

STEP 6

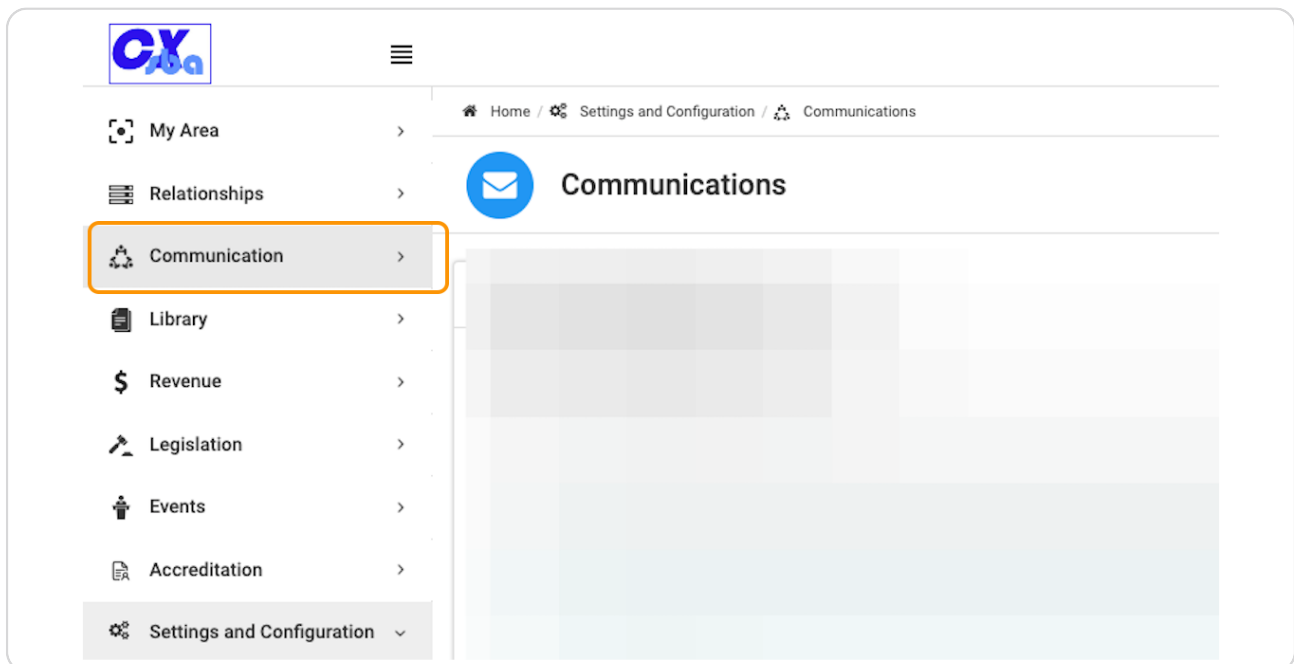
Click on Save



The screenshot shows a user interface for a user named "Crescerance Admin". At the top right, there is a user profile icon and the name "Crescerance Admin" with a dropdown arrow. Below this, there are several horizontal lines representing form fields. On the right side, there are two buttons: "Cancel" and "Save". The "Save" button is highlighted with an orange border. Below the form fields, there is a grey box with a note: "note: to ensure deliverability and compliance with the [CAN-SPAM Act](#), only list email domains".

STEP 7

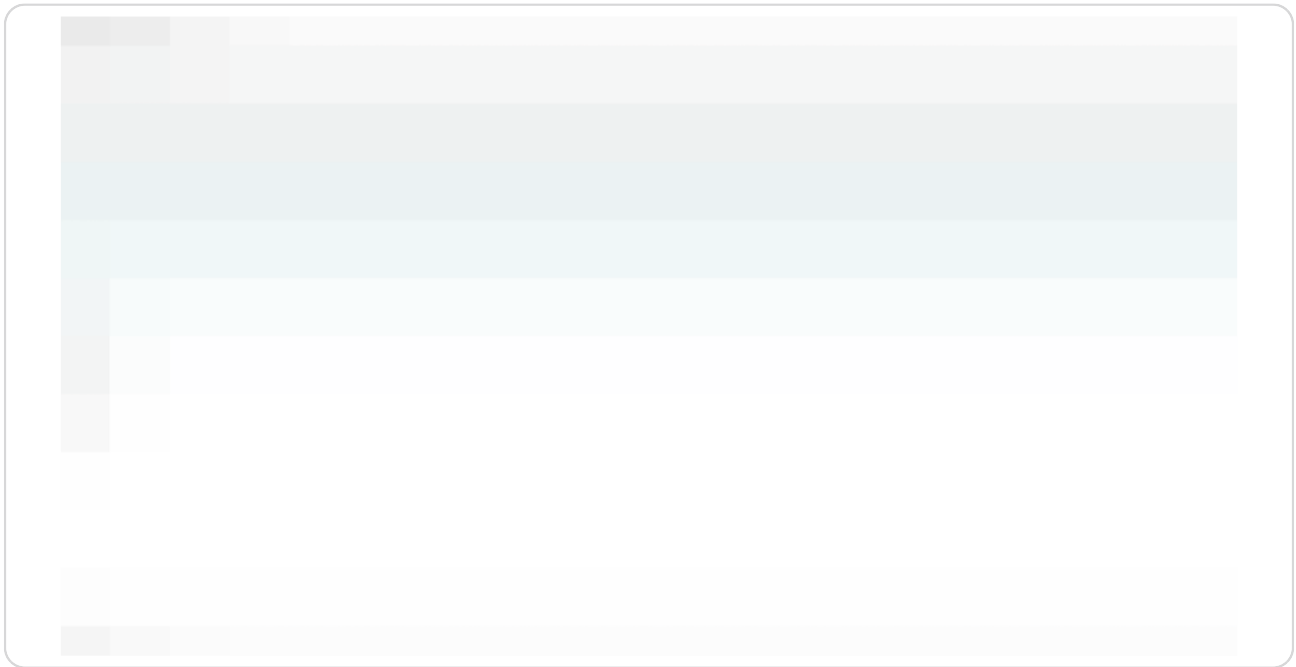
Click on Communication



The screenshot shows a dashboard with a sidebar menu on the left and a main content area on the right. The sidebar menu includes the following items: "My Area", "Relationships", "Communication" (highlighted with an orange border), "Library", "Revenue", "Legislation", "Events", "Accreditation", and "Settings and Configuration". The main content area shows the "Communications" page, which is currently blank. The breadcrumb navigation at the top reads: "Home / Settings and Configuration / Communications".

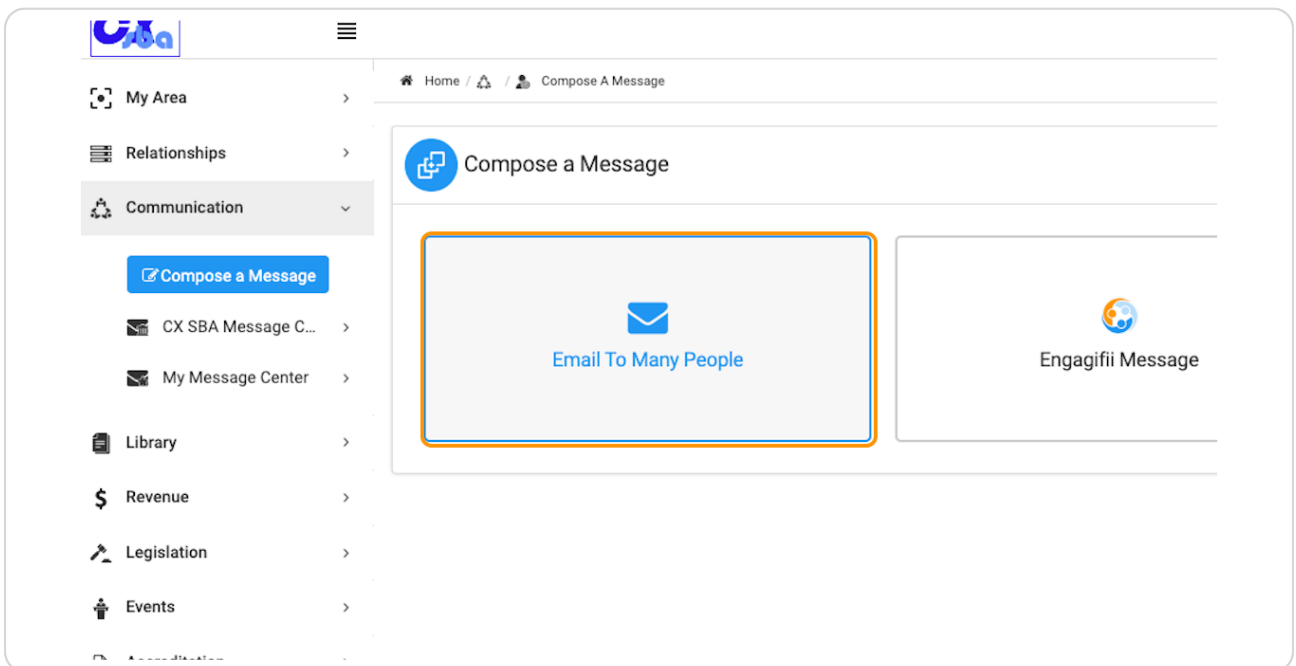
STEP 8

Click on Compose a Message



STEP 9

Click on Email To Many People






STEP 10

Click on drop down arrow to select the Sender

You can send an email from any of the domains you had created and from anyone who's a member of those domains.

Email To Many People *Draft*

:  Crescerance Admin (admin@crescerance.com)  

Start typing here to search...

Subject:

Send To: Start typing here to search...

This is a marketing/promotional email
According to [CAN-SPAM Act](#), a marketing/promotional email must include unsubscribe information
physical address of your organization. Please configure your organization's CAN-SPAM Footer information

