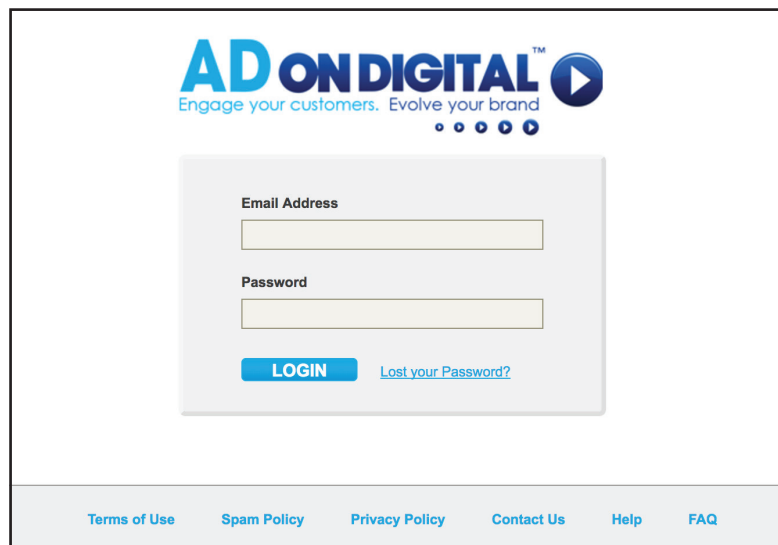
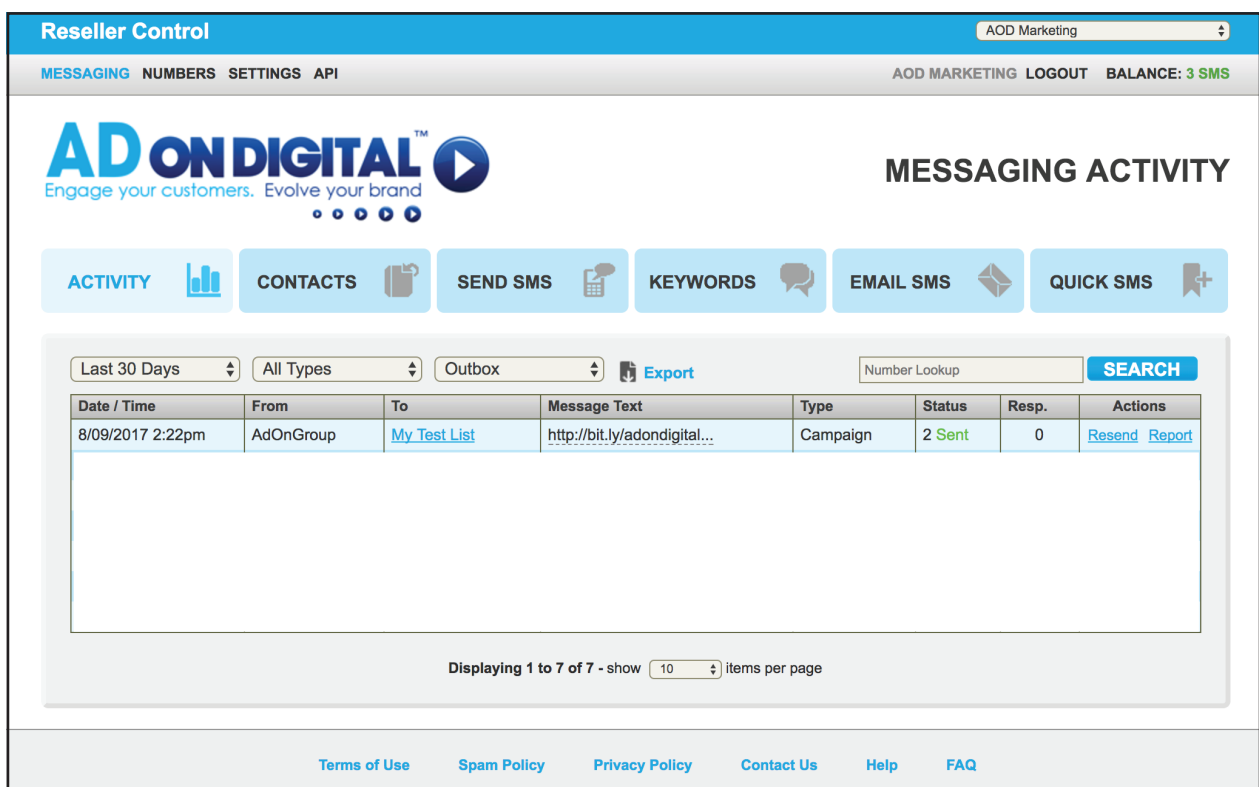


HOW TO SEND YOUR TEXT MESSAGE CAMPAIGN

1. We've emailed you login details for your text message portal account. (If you don't have the login details, please contact us).
2. Go to: <https://adondigital.transmitsms.com/> and login.



3. The screen below will appear. Please note you will see your pre-loaded SMS balance in the top right hand corner.



Date / Time	From	To	Message Text	Type	Status	Resp.	Actions
8/09/2017 2:22pm	AdOnGroup	My Test List	http://bit.ly/adondigital...	Campaign	2 Sent	0	Resend Report

4. Next, let's upload your mobile database. To do this click on the Contacts tab.

Reseller Control AOD Marketing

MESSAGING NUMBERS SETTINGS API AOD MARKETING LOGOUT BALANCE: 3 SMS

AD ON DIGITAL
Engage your customers. Evolve your brand

MESSAGING ACTIVITY

ACTIVITY CONTACTS SEND SMS KEYWORDS EMAIL SMS QUICK SMS

Last 30 Days All Types Outbox Export Number Lookup SEARCH

Date / Time	From	To	Message Text	Type	Status	Resp.	Actions
8/09/2017 2:22pm	AdOnGroup	My Test List	http://bit.ly/adondigital...	Campaign	2 Sent	0	Resend Report

Displaying 1 to 7 of 7 - show 10 items per page

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5. This following screen will appear. Click 'New Contact List'

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MESSAGING NUMBERS SETTINGS API AOD MARKETING LOGOUT BALANCE: 3 SMS

AD ON DIGITAL
Engage your customers. Evolve your brand

CONTACTS

ACTIVITY CONTACTS SEND SMS KEYWORDS EMAIL SMS QUICK SMS

NEW CONTACT LIST Search contact names or numbers... Contacts SEARCH

Contact List Name	Contacts	Opt-outs	Campaigns	Messages	Actions
Global Opt-Out List Enabled	1				View Upload Disable
Quick SMS Favourites	0	0		0	View Upload Send SMS
My Test List	1	0		0	View Upload Send SMS Delete

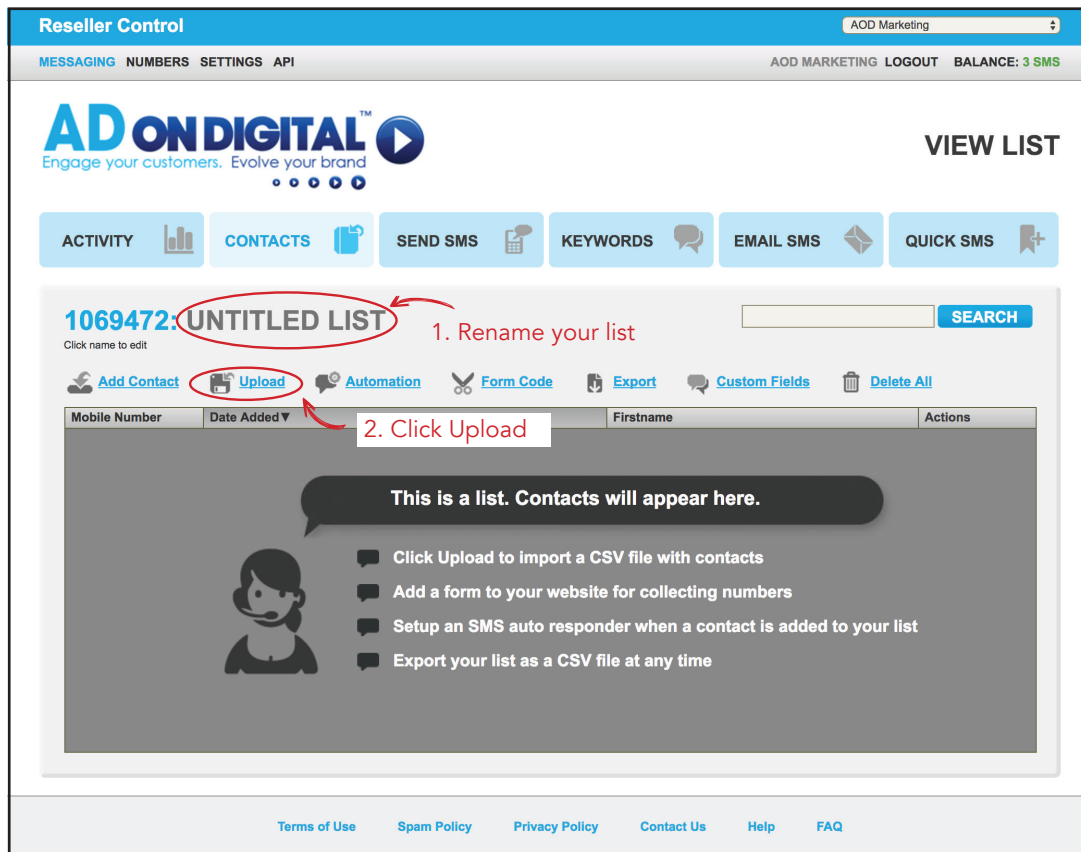
This is where you manage your contact lists.

- To create a new list, click the NEW CONTACT LIST button
- Upload to Quick SMS Favourites to send single SMS and reminders
- Add to the Global Opt Out List to permanently suppress a number
- The Global Opt Out list can be switched off to opt-out of list only

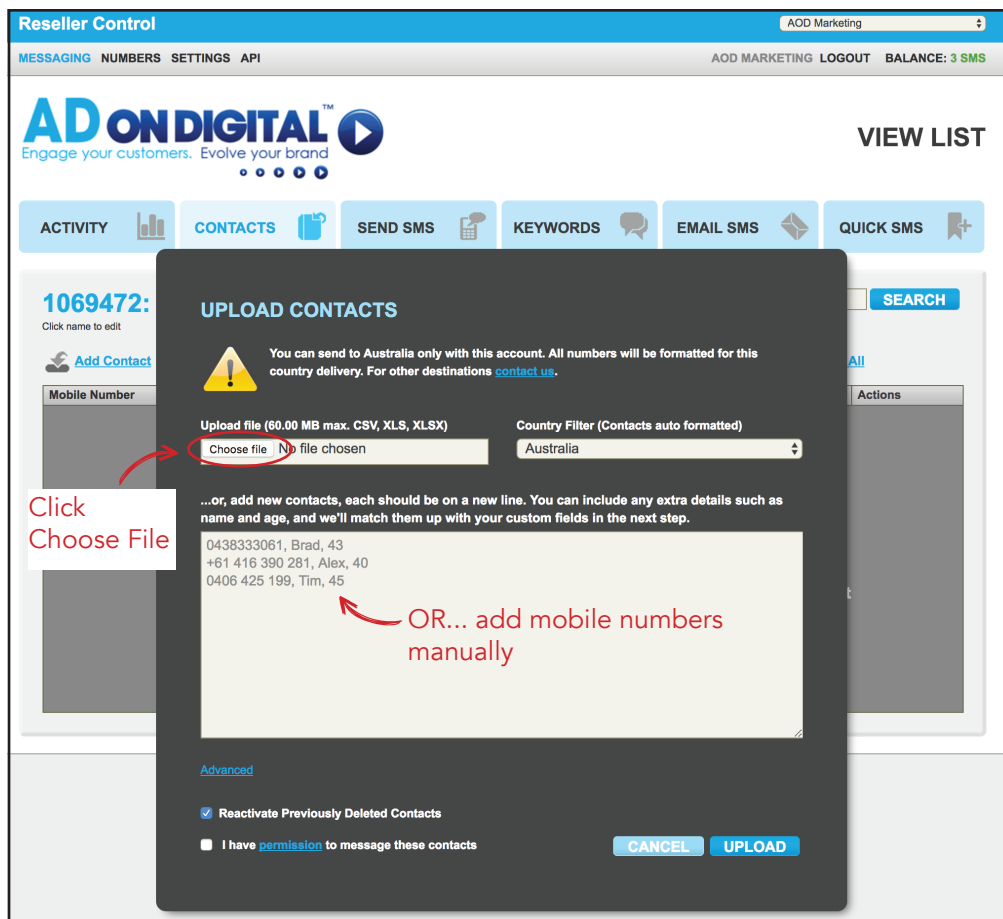
Displaying 1 to 3 of 3 - show 10 items per page

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6. Click on 'Untitled List' to rename your list. Then click 'Upload' to upload your mobile database.



7. Click Choose File (your mobile number database must be in csv, xls or xlsx format). Or you can add mobile numbers manually.



8. Tick the box stating 'I have permission to message these contacts', then click Upload.

Reseller Control AOD Marketing

MESSAGING NUMBERS SETTINGS API AOD MARKETING LOGOUT BALANCE: 3 SMS

AD ON DIGITAL™
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VIEW LIST

ACTIVITY CONTACTS SEND SMS KEYWORDS EMAIL SMS QUICK SMS

1069472:
Click name to edit

ADD CONTACT

Mobile Number

UPLOAD CONTACTS

You can send to Australia only with this account. All numbers will be formatted for this country delivery. For other destinations [contact us](#).

Upload file (60.00 MB max. CSV, XLS, XLSX) Country Filter (Contacts auto formatted)

Choose file Sample data list.xlsx Australia

...or, add new contacts, each should be on a new line. You can include any extra details such as name and age, and we'll match them up with your custom fields in the next step.

0438333061, Brad, 43
+61 416 390 281, Alex, 40
0406 425 199, Tim, 45

[Advanced](#)

☒ Reactivate Previously Deleted Contacts

☐ I have permission to message these contacts

CANCEL **UPLOAD**

1. Tick this box

2. Click Upload

9. You'll be asked to map your data - which matches your data fields with titles (eg. Mobile, First Name, Last Name, Company). You choose which fields you'd like to keep. Click Import.

Reseller Control AOD Marketing

MESSAGING NUMBERS SETTINGS API AOD MARKETING LOGOUT BALANCE: 3 SMS

AD ON DIGITAL™
Engage your customers. Evolve your brand

VIEW LIST

ACTIVITY CONTACTS SEND SMS KEYWORDS EMAIL SMS QUICK SMS

1069472: TEST LIST 2

MAP YOUR DATA

First Name	Last Name	Company	Mobile			
Aminka	Fennell	Ad On Hold	455999888			
Alvino	Caoyonan	Ad On Digital	424911004			
Loriarma	Welch	Ad On Group	423665193			

Map data for upload using the drop down menus, added fields will be created on import.

CANCEL **IMPORT**

10. You'll see all your contacts in your new list.

Reseller Control

AOD Marketing

MESSAGINGNUMBERSSETTINGSAPI

AOD MARKETINGLOGOUTBALANCE: 3 SMS

AD ON DIGITAL™

Engage your customers. Evolve your brand

VIEW LIST

ACTIVITY

CONTACTS

SEND SMS

KEYWORDS

EMAIL SMS

QUICK SMS

1069472: TEST LIST 2

Click name to edit

Add Contact

Upload

Automation

Form Code

Export

Custom Fields

Delete All

Mobile Number	Date Added	Firstname	Actions
+61488999999	14/09/2017 10:41am	Loriarnna	Edit Delete Opt-out
+61488999999	14/09/2017 10:41am	Alvino	Edit Delete Opt-out
+61488999999	14/09/2017 10:41am	Aminka	Edit Delete Opt-out

Showing 1 to 3 of 3

Display 10

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11. Next, we're ready to load our text message. Go to 'Send SMS' tab.

Reseller Control

AOD Marketing

MESSAGINGNUMBERSSETTINGSAPI

AOD MARKETINGLOGOUTBALANCE: 3 SMS

AD ON DIGITAL™

Engage your customers. Evolve your brand

SEND SMS

ACTIVITY

CONTACTS

SEND SMS

KEYWORDS

EMAIL SMS

QUICK SMS

To (Contact List)

Choose List

From (Sender ID)

AdOnGroup

REPLY OPTIONS

Message

Personalisation [Firstname] [Lastname]

[unsub-reply-link]

Add a track link

Templates

SAVE

Schedule

No

send immediately on confirmation

Split Sending

No

Pending Message Expiry

Yes

If message undeliverable stop trying after 4 hours

SAVE DRAFT

NEXT

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Contact Us

Help

FAQ

10:46 am

AdOnGroup

Message

UnsubRep.ly/~uYBaW

AU+61

TEST

12. Select your list (to send your text campaign to). Then under 'From (Sender ID)', click on the arrows and select 'Define Sender ID' from the dropdown list. Enter your company name (note. must be 11 characters or less). Click Activate.

The screenshot displays the 'Reseller Control' dashboard with a blue header. The main navigation bar includes 'MESSAGING', 'NUMBERS', 'SETTINGS', and 'API'. The top right shows 'AOD Marketing' and 'BALANCE: 3 SMS'. The 'SEND SMS' section is active, showing a 'To (Contact List)' dropdown with 'Test List 2 (3)' selected. A modal window titled 'DEFINE A NEW SENDER ID' is open, showing a 'From (Sender ID)' dropdown with 'Define a new Sender ID' selected. The modal contains a 'Type' dropdown set to 'Business name' and a text input field containing 'AdOnGroup'. A warning icon and text state: '11 chars, no spaces. When using a name as the Sender ID, messages cannot be replied to.' The modal has 'CANCEL' and 'ACTIVATE' buttons. A smartphone graphic is overlaid on the right side of the modal. The background interface includes a 'Message' input field, a 'SAVE' button, and 'Schedule' and 'Split Sending' sections with 'No' selected for both.

Reseller Control AOD Marketing

MESSAGING NUMBERS SETTINGS API AOD MARKETING LOGOUT BALANCE: 3 SMS

AD ON DIGITAL™
Engage your customers. Evolve your brand

SEND SMS

ACTIVITY CONTACTS SEND SMS KEYWORDS EMAIL SMS QUICK SMS

To (Contact List) **Test List 2 (3)**

From (Sender ID) Define a new Sender ID

Message

DEFINE A NEW SENDER ID

Type Business name AdOnGroup

11 chars, no spaces. When using a name as the Sender ID, messages cannot be replied to.

CANCEL ACTIVATE

Add a track link

Templates SAVE

Schedule No send immediately on confirmation

Split Sending No

AU+61 TEST

1. Select your send list

2. Define your Sender ID (eg. your company name)

3. Enter company name

13. Under Message, go to Templates. Click on the arrows and select <Your Company Name> Template. This is a template we've already created for you. It contains the text message which your recipients will receive, along with a strong call to action to click through to your digital brochure.

NOTE: You must always have an OPT OUT or UNSUBSCRIBE option in your text message. The template we've created for you has the OPT OUT option. However, if you use this text message portal for future campaigns, you must include instructions on how your customers can Opt Out (providing a link or number for customers to do so) - to ensure you are compliant with the Spam Act 2003. Please contact us for further information on this.

The screenshot displays the 'Reseller Control' interface for AdOn Digital. The top navigation bar includes 'MESSAGING', 'NUMBERS', 'SETTINGS', and 'API'. The main header features the AdOn Digital logo and the text 'Engage your customers. Evolve your brand'. The right side of the header shows 'AOD MARKETING', 'LOGOUT', and 'BALANCE: 3 SMS'.

The 'SEND SMS' section is highlighted in blue. Below this, there are several tabs: 'ACTIVITY', 'CONTACTS', 'SEND SMS', 'KEYWORDS', 'EMAIL SMS', and 'QUICK SMS'. The 'SEND SMS' tab is active.

The 'SEND SMS' form includes the following fields:

- To (Contact List):** A dropdown menu showing 'Test List 2 (3)'.
- From (Sender ID):** A dropdown menu showing 'AdOnGroup' and a 'REPLY OPTIONS' button.
- Message:** A text area containing the message content. The word 'Message' is circled in red. The message content is:
Personalisation (Firstname) (Lastname)
http://bit.ly/adondigitalsms
Click above link to discover why Ad On Digital is the new BLACK.
To opt out, click above link & unsubscribe on landing page |
- Add a track link:** A dropdown menu showing 'Templates'.
- Schedule:** A dropdown menu showing 'No' and the text 'send immediately on confirmation'.
- Split Sending:** A dropdown menu showing 'No'.
- SAVE:** A blue button to save the message.

To the right of the form is a preview of the message on a smartphone. The preview shows the message content as it would appear on a mobile device, including the link and the opt-out instruction. The phone screen also shows the time '11:11 am' and the status bar.

14. You can then select to schedule your text message campaign, split send it (send to different segments of your list at different times), and you can choose pending message expiry. Once you're happy with these selections, click Next.

Reseller Control

AOD Marketing

MESSAGINGNUMBERSSETTINGSAPIAOD MARKETINGLOGOUTBALANCE: 3 SMS

AD ON DIGITAL™
Engage your customers. Evolve your brand

SEND SMS

ACTIVITYCONTACTSSEND SMSKEYWORDSEMAIL SMSQUICK SMS

To (Contact List)
Test List 2 (3)

From (Sender ID)
AdOnGroup

REPLY OPTIONS

Message
Personalisation [Firstname] [Lastname]
[unsub-reply-link]
20 chars / 1 SMS
Add a track link
Templates

SAVE

Schedule

No send immediately on confirmation

Split Sending

No

Pending Message Expiry

Yes If message undeliverable stop trying after 4 hours

SAVE DRAFT

NEXT

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11:23 am

AdOnGroup

Message

UnsubRep.ly/~uYBaW

AU+61

TEST

15. The following screen will appear. Double check all the details, then once you're happy, click SEND.

Reseller Control

AOD Marketing

MESSAGING NUMBERS SETTINGS API

AOD MARKETING LOGOUT BALANCE: 3 SMS

AD ON DIGITALTM
Engage your customers. Evolve your brand

ACTIVITY

CONTACTS

SEND SMS

KEYWORDS

EMAIL SMS

QUICK SMS

Confirm Send

To:

My Test List

From:

AdOnGroup

Scheduled:

immediately

Total

1 SMS Credit

[Show Details](#)

Pre-Pay Balance

3 SMS

SAVE DRAFT

SEND

AdOnGroup

Message

http://bit.ly/adondigitalsms

Click above link to discover why Ad On Digital is the new BLACK.

To opt out, tap above link & unsubscribe from landing page

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16. Congratulations! You've just sent your first text message campaign! Mission complete.