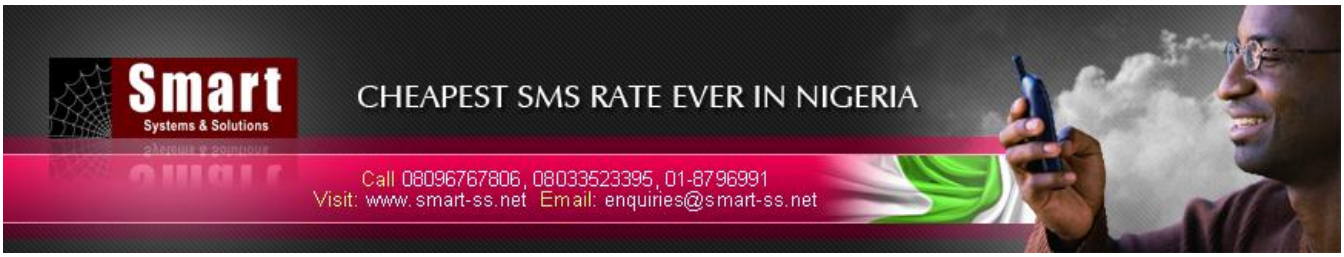

WEB CLIENT

User Manual

SMS PORTAL

http://sms.smart-ss.net

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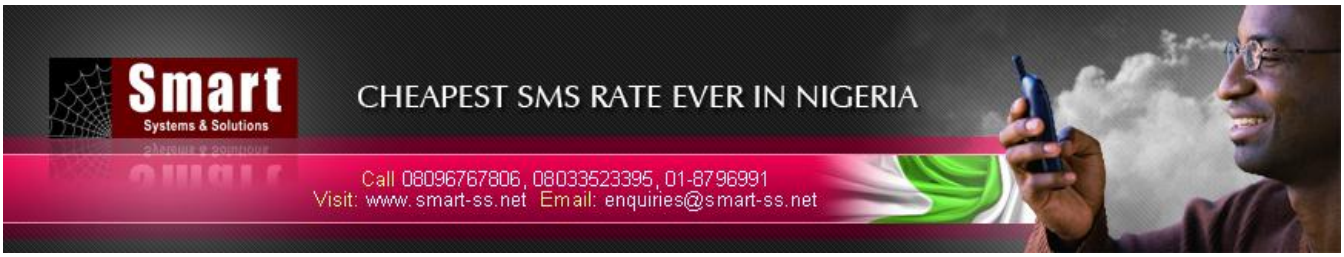

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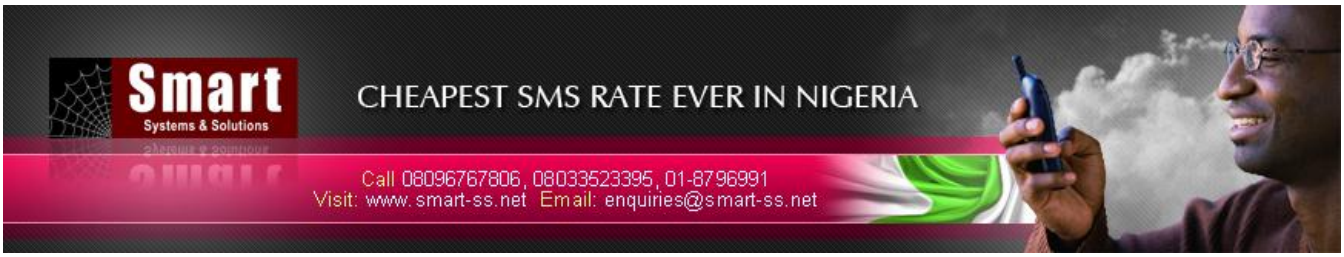
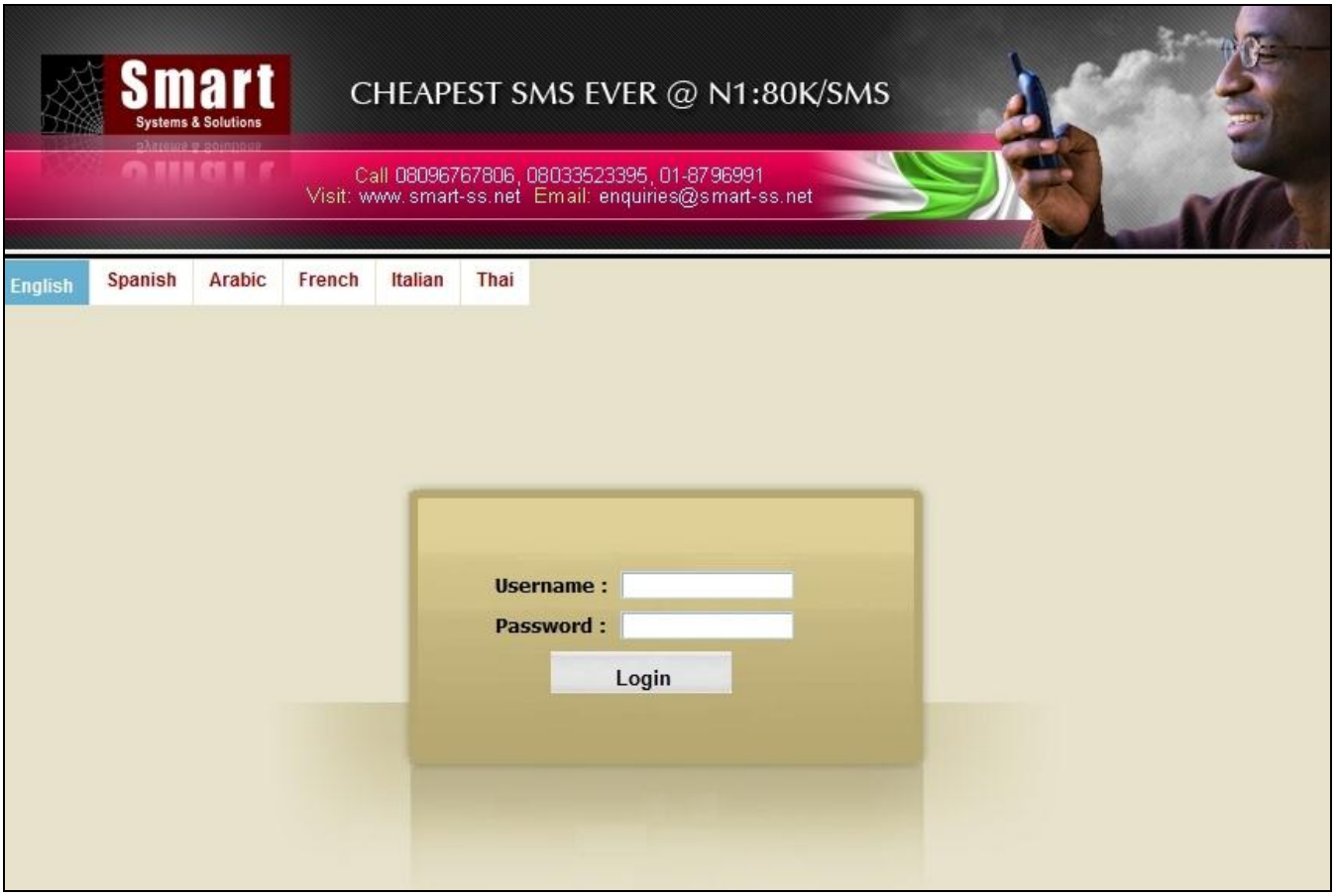


Login Screen

To access Web Client, enter Username and Password.



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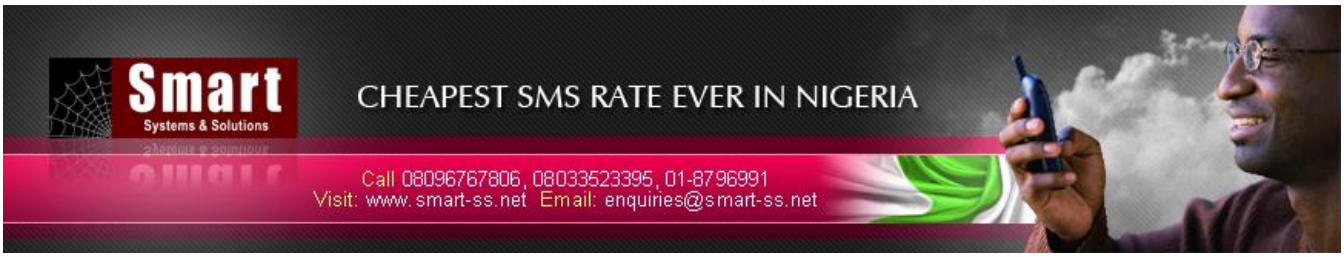
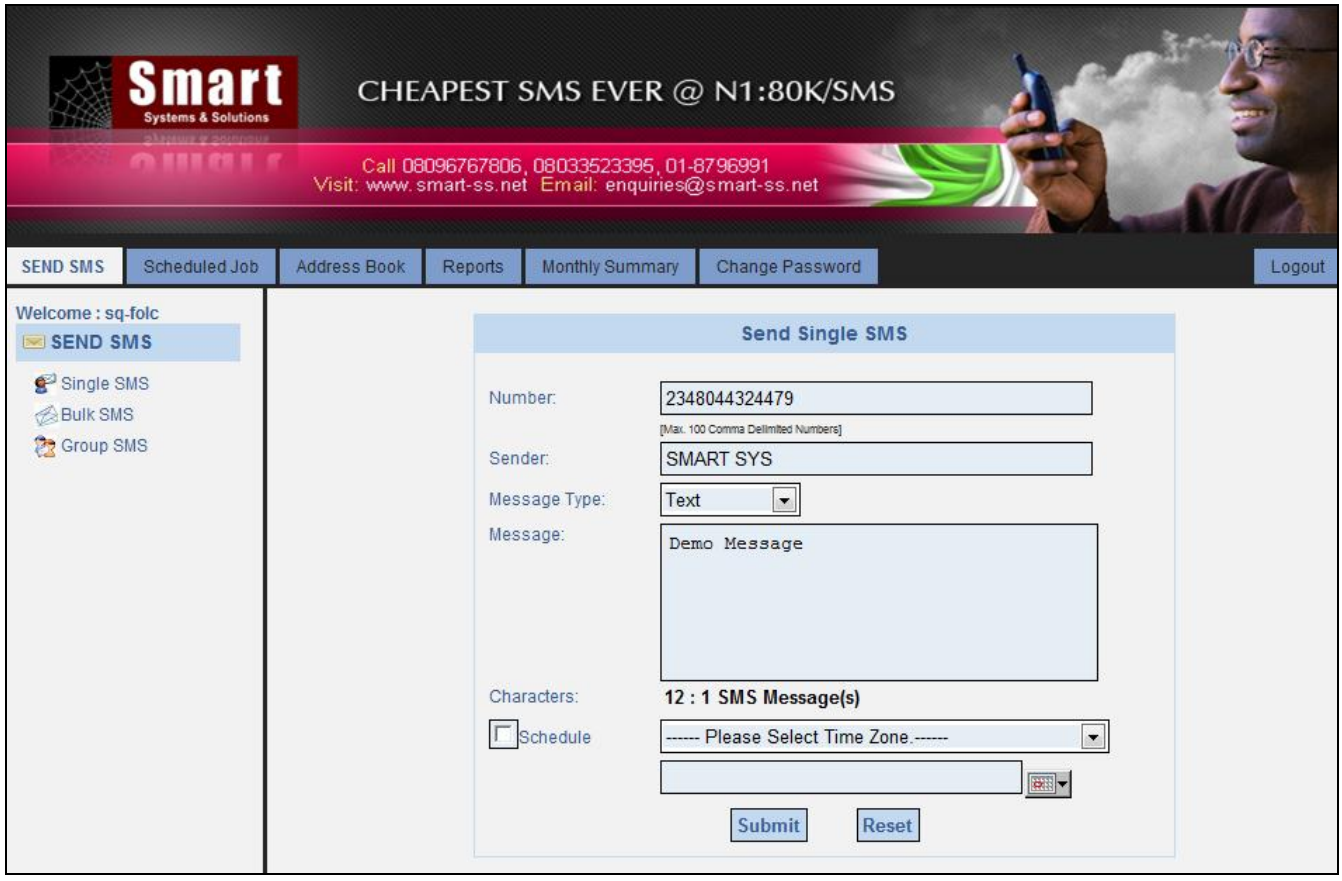


Send SMS

Send Single Message:

To send message to single mobile number at a time fill up details such as contact number, sender, message and Message-type.



- Contact number **should not** be in alphanumeric form but plus(+) sign can be prefixed.
- Sender should be either numeric or alpha numeric. If numeric it could be as long as **18 characters** and if alpha numeric it could be as long as **11 characters**.
- Supports Long Message and message count indicating number of message formed i.e. Message Count is shown below the Message box.
- In text and flash message
  1 message = 160 characters.
- And in Unicode message
  1 message = 280 characters.

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- As soon as submit button is clicked, message will be send immediately to the end user (destination mobile number).

Note: Some of the special characters are counted as 2 characters (^,(,),Enter key etc.)

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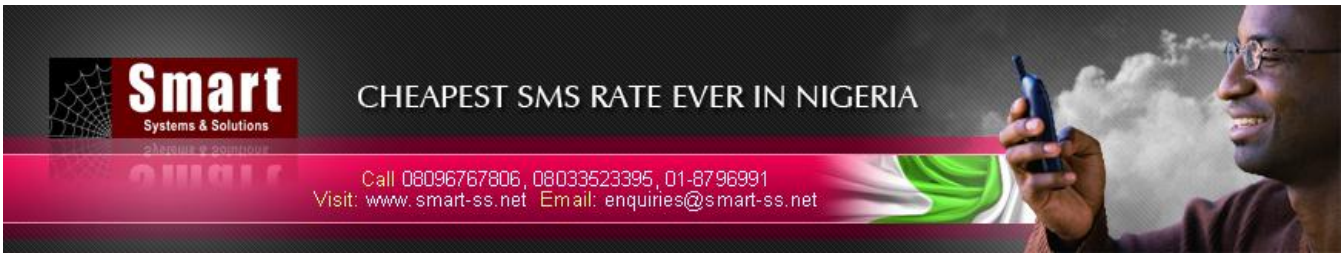
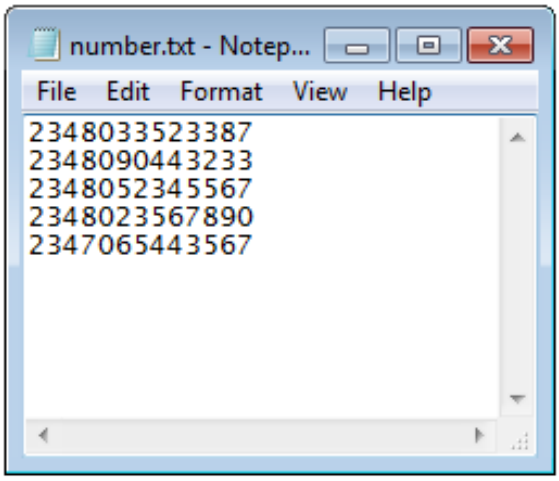
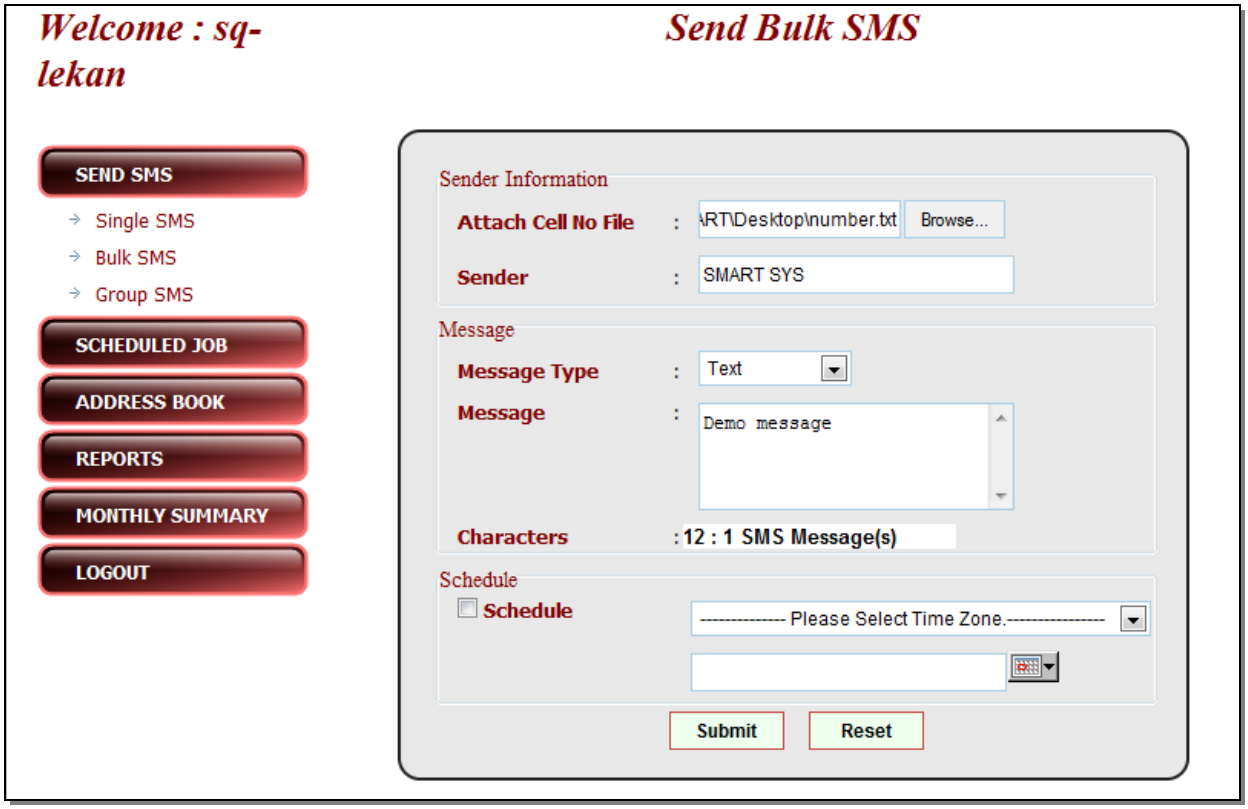


Send Bulk Message:

To send message in bulk form enter sender and message details and choose text file which contain contact numbers as shown below. And numbers should not contain any alphanumeric character. After filling all information correctly click upload and send button to send bulk message.





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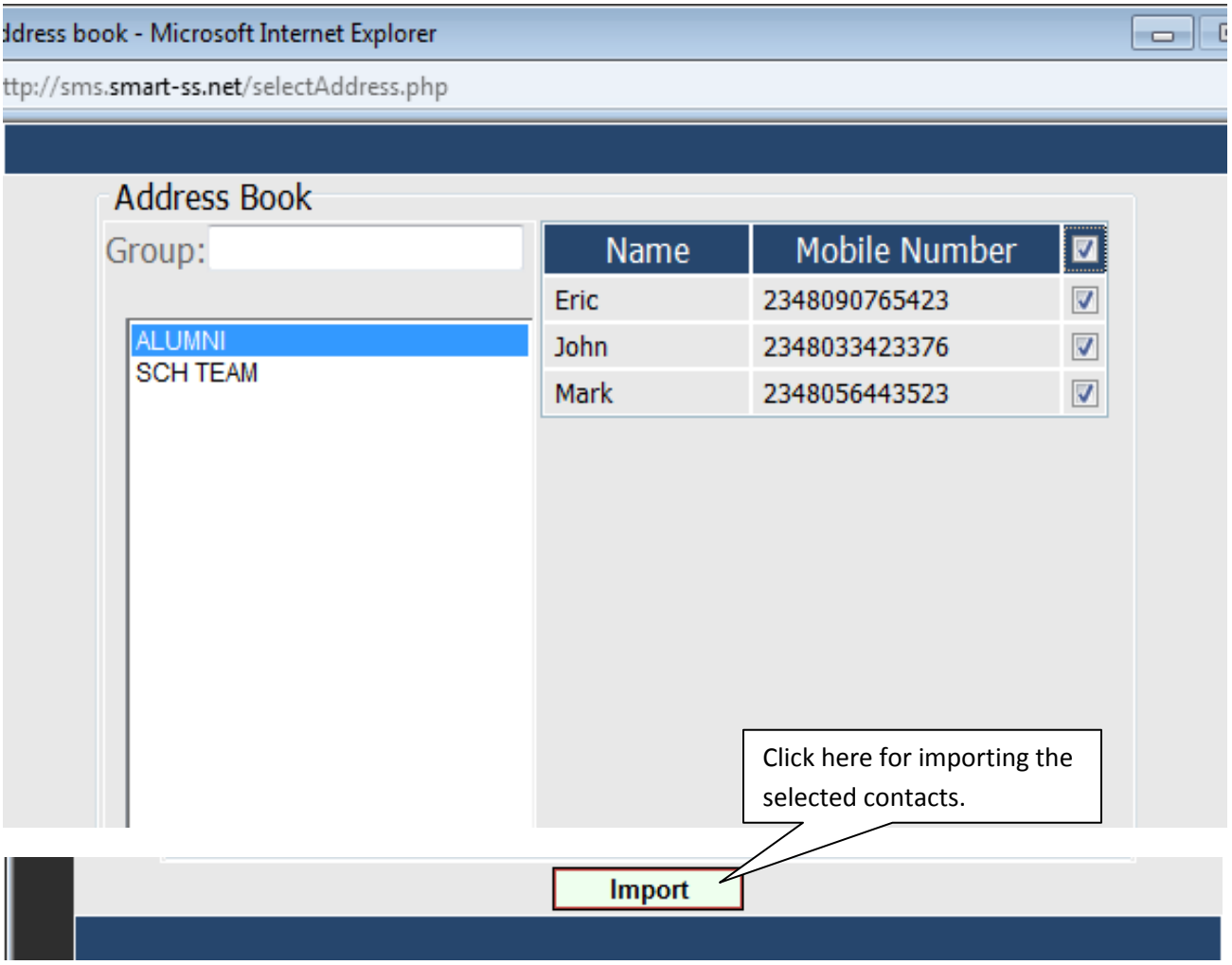
Send Group Message:

For sending messages to group of people at a time create a group using address book. After making group successfully select that group, selection will show contact details present in that group, select people form contact list or there is check all option by which selection of all contact details present in that group could be made directly.

Note that:

- Submit Button will send message to the contacts checked from the list.



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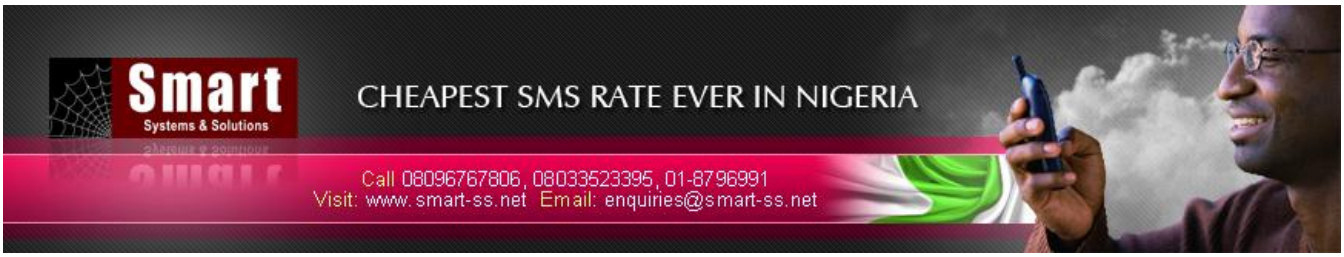

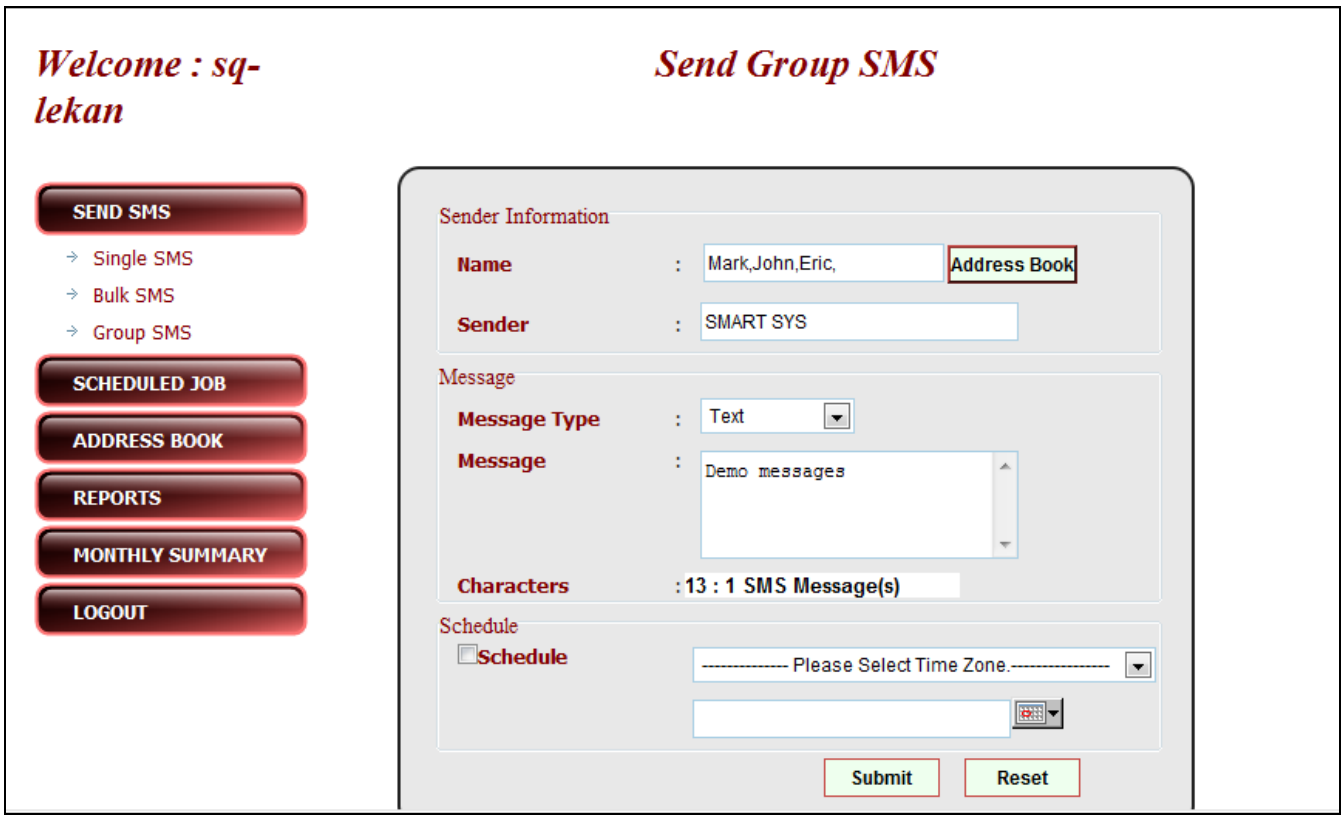

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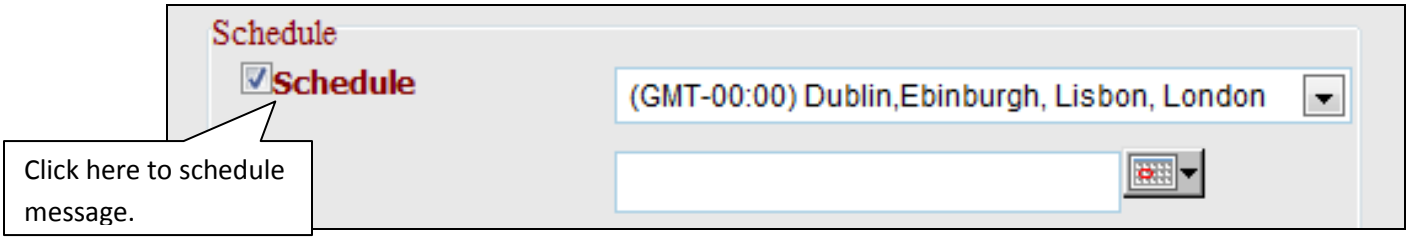
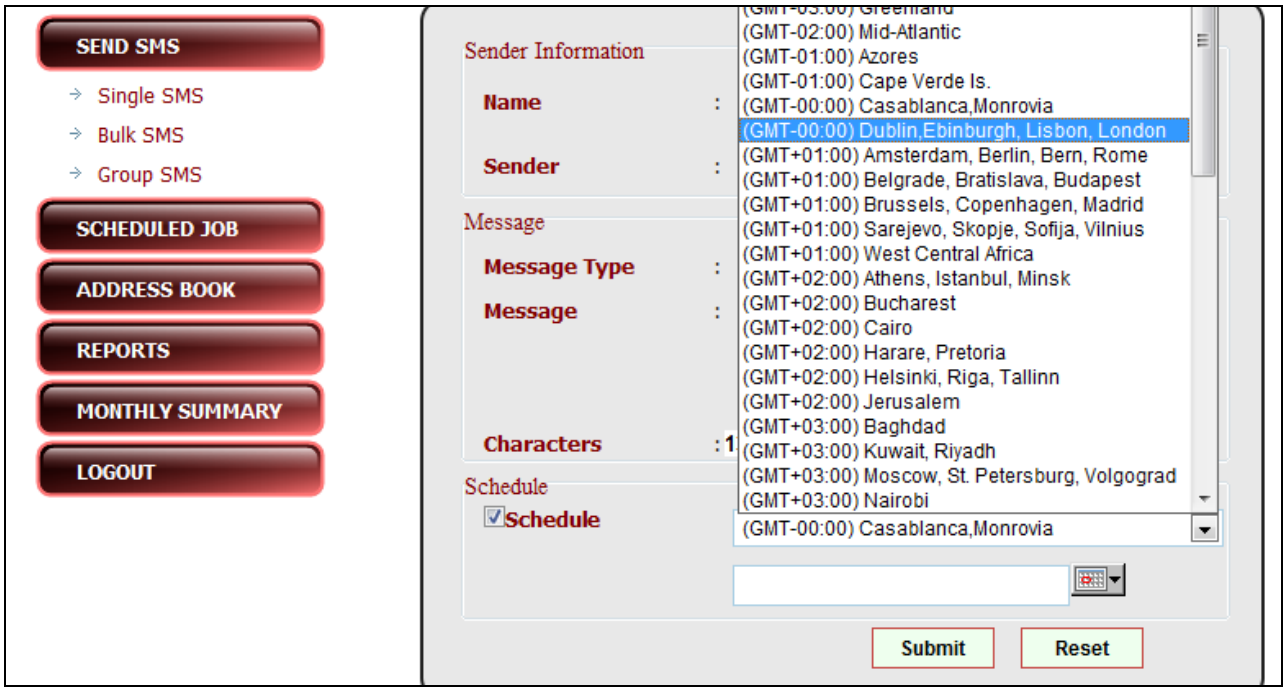
Message Scheduling:

This feature is present in Bulk Message and Group message .To schedule either bulk or group message click on schedule checkbox and select time zone, date and time from the drop-down list.

- Time zone: select correct time zone for scheduling SMS to its respected country time-zone.
- Date: select date on which you want to send your SMS.
- Time: select time you want to start sending SMS process.





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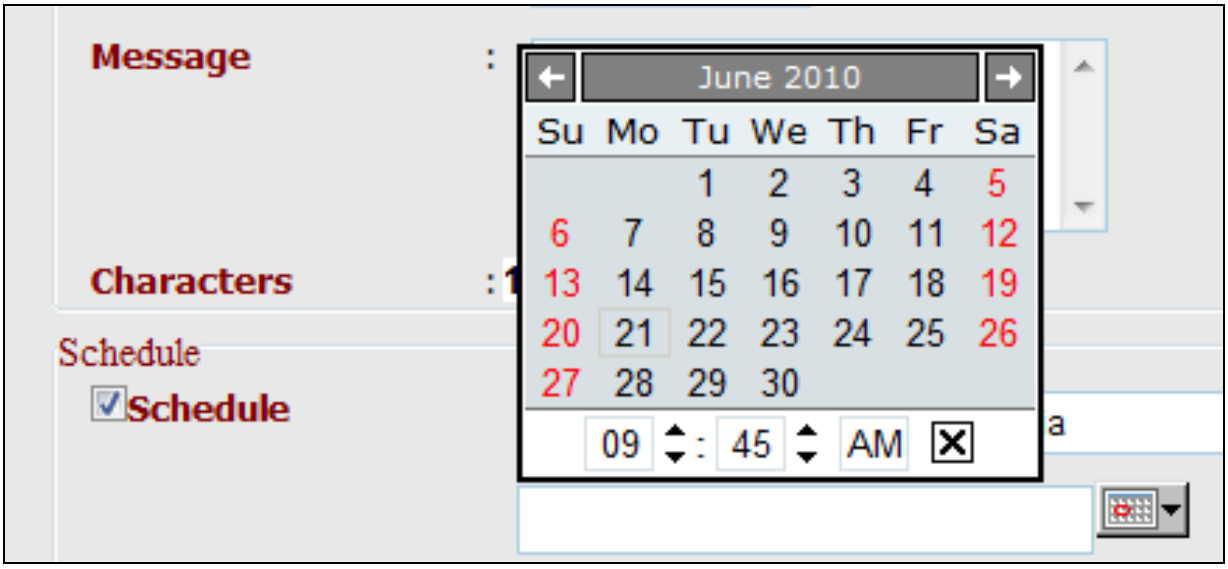

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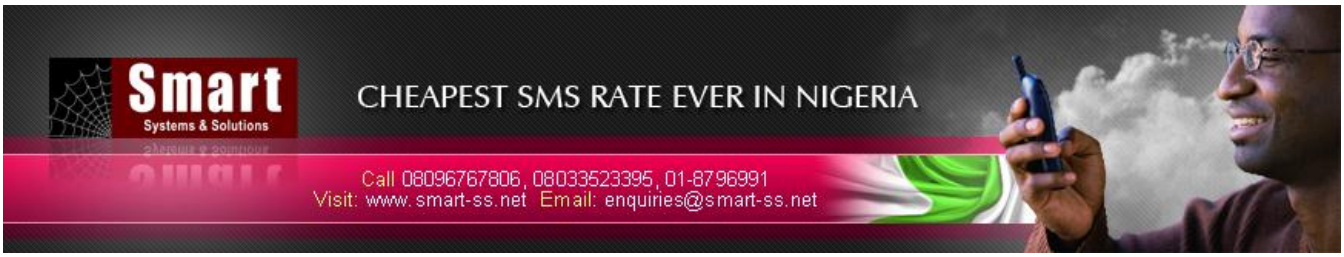
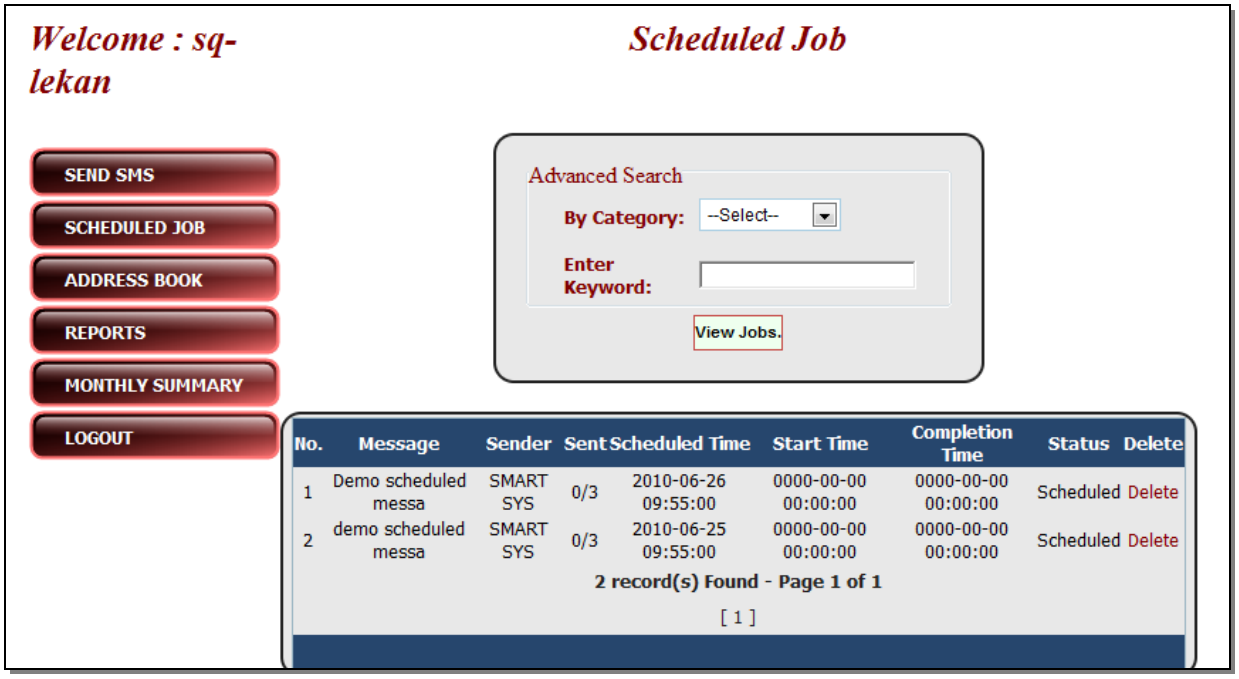


Scheduled Job

Here you can view all the scheduled jobs. You can delete any scheduled job after uploading.



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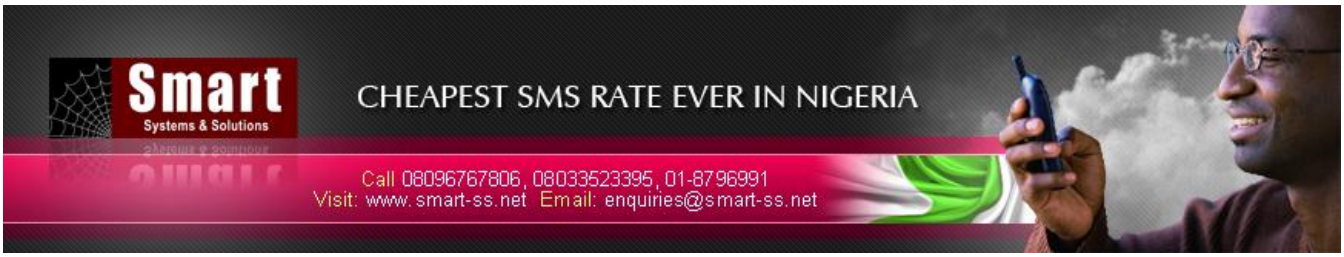
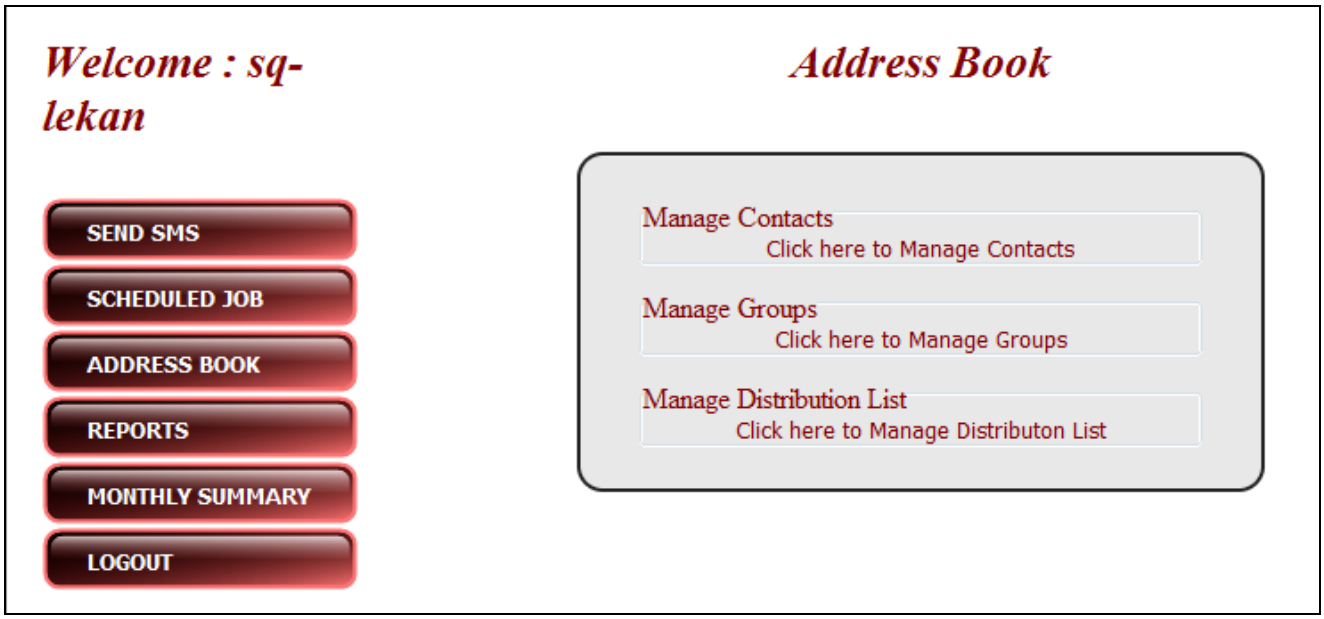


Address Book

- Address book feature allows making of groups and adding contact details.
- Click on add contact button to add contact details.
- Editing and updating any group detail or contact detail is possible.

Note that:

- Delete group will delete entire contact detail present in that group.



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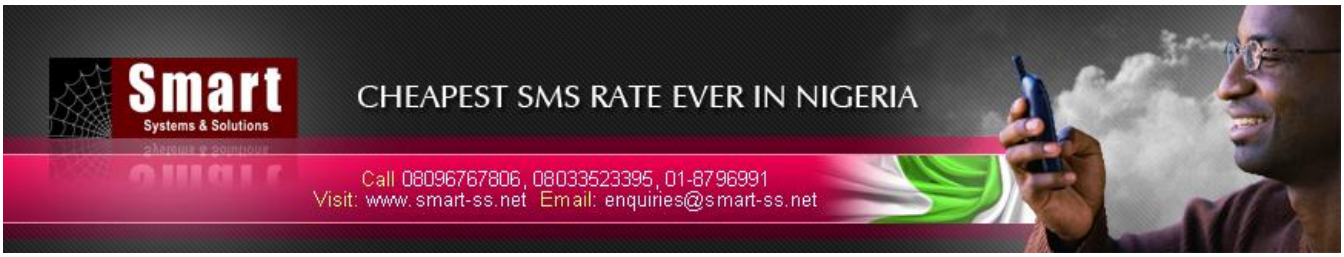
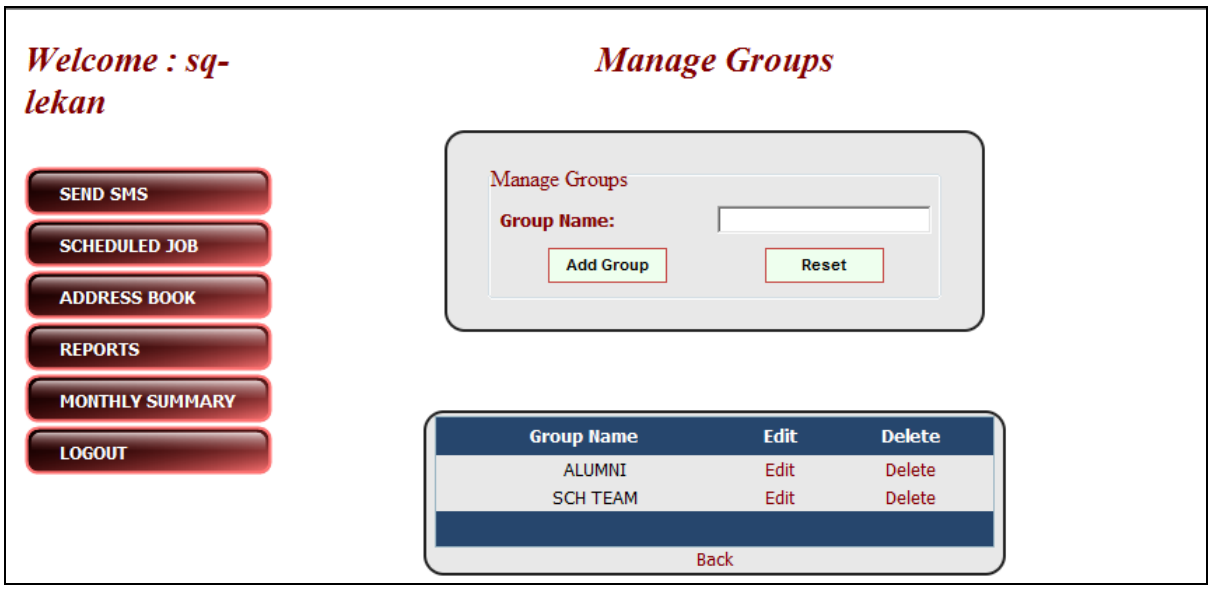


Manage Groups:



Manage Contacts:

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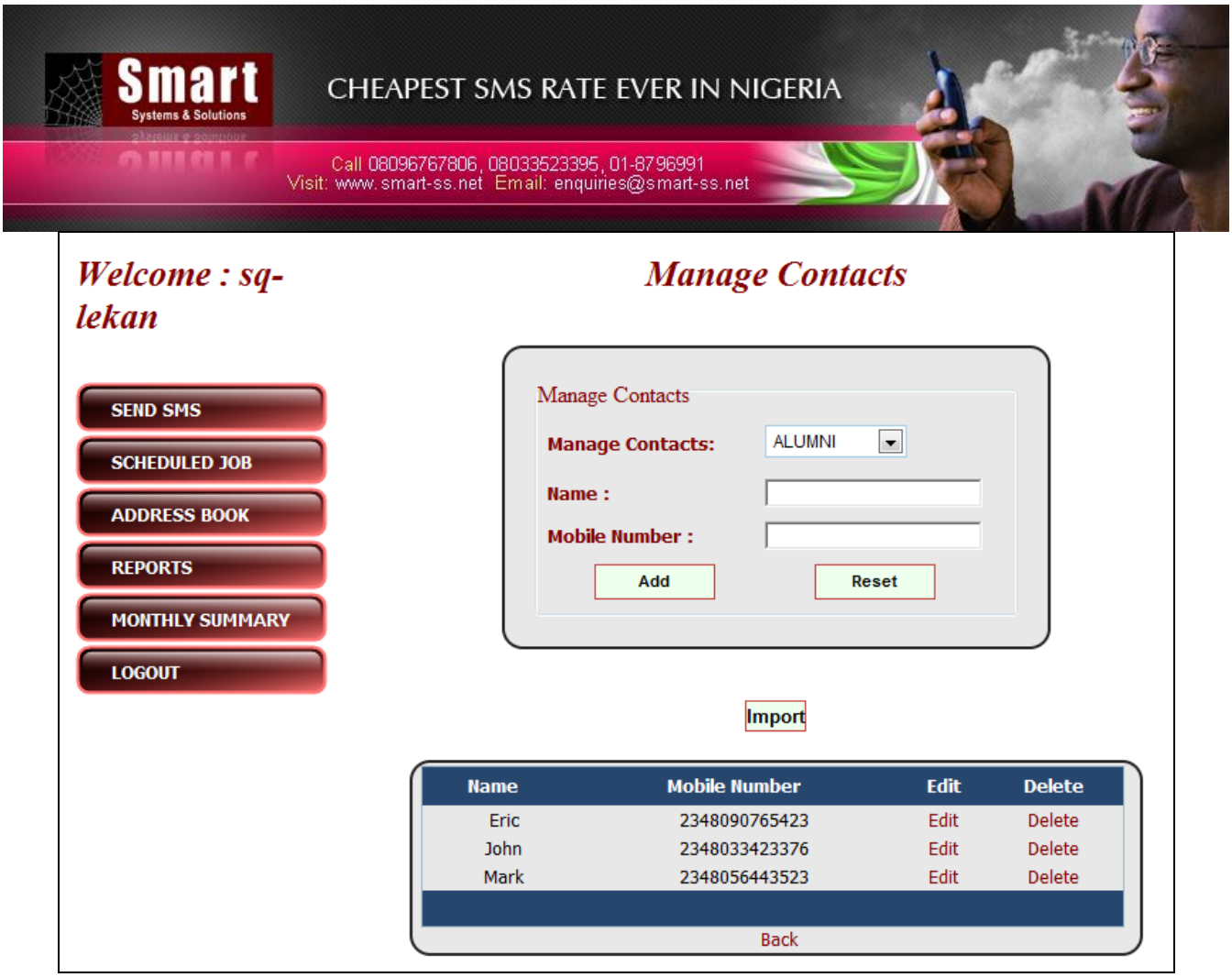

Reports

SMS Log Report:

- Log report will show message logged details.
- To view message logged details select date range and click on view report button.
- Export to CSV feature will exports records in Excel sheet.
- If there is no record present for the date selected status would be “No Records Found”.

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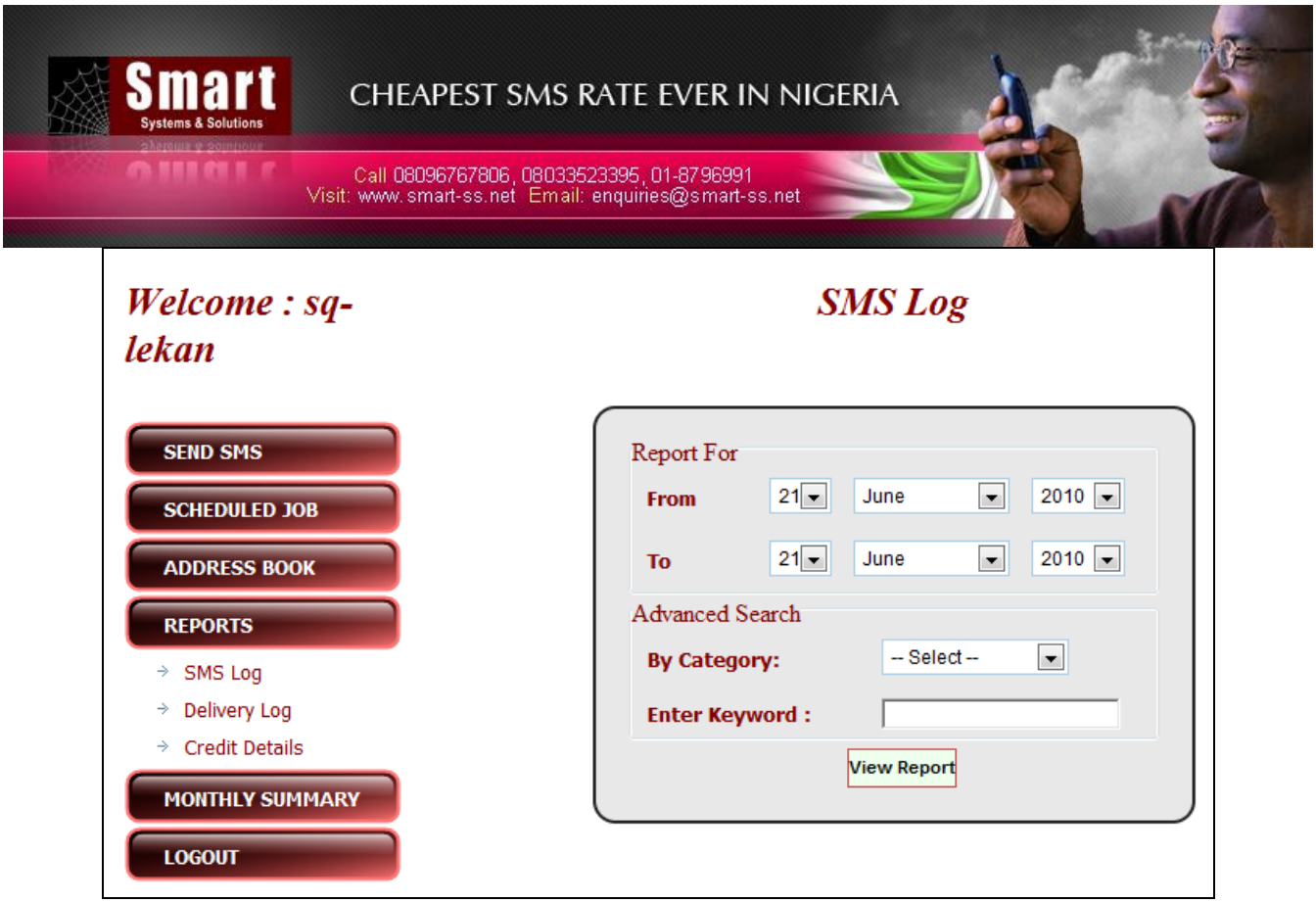

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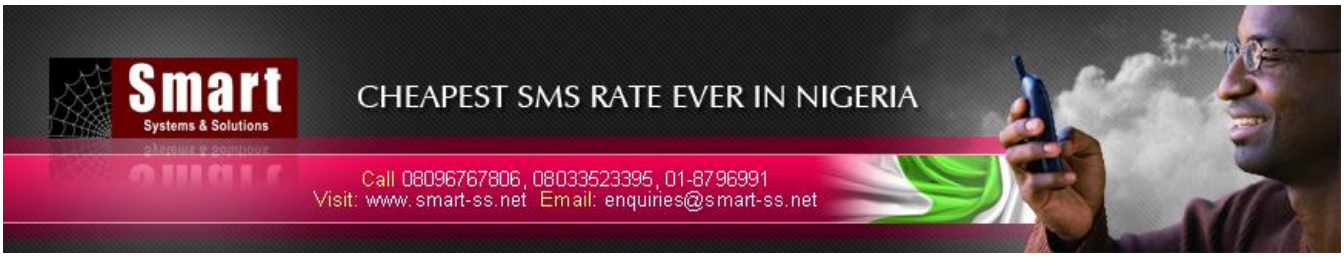

Credit Details:

- Credit details contain credit information such as credit allotted and credit used.
- Credit allotted: Total credit added to user account.
- Credit used: Total Credit Used.

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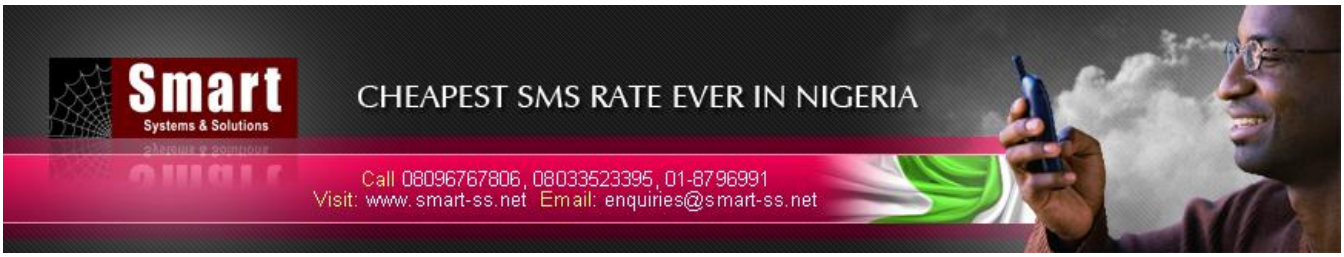
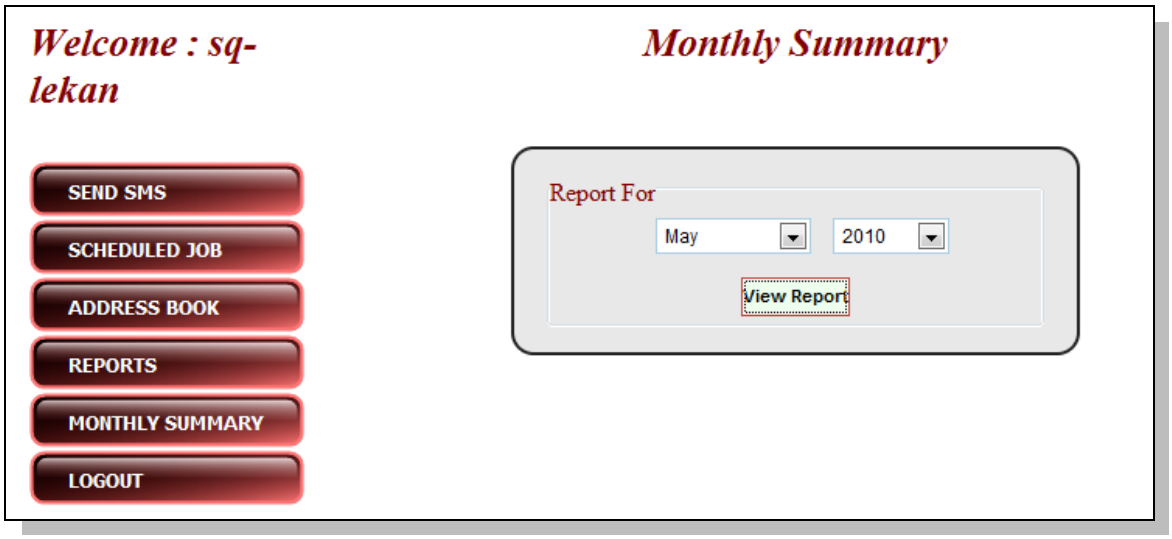
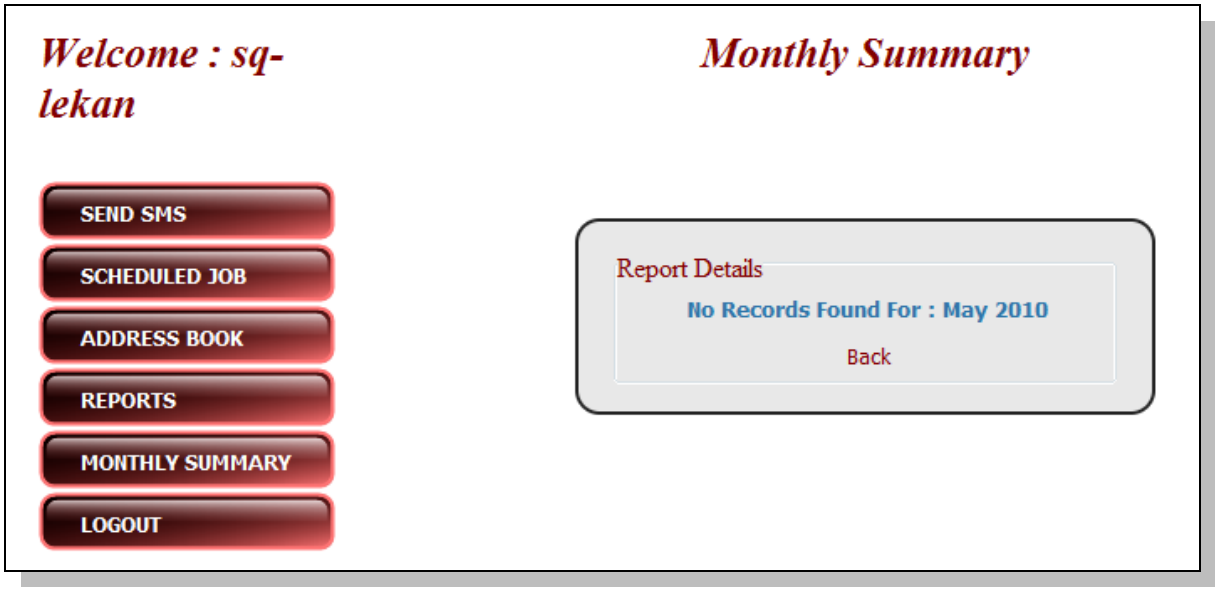


Monthly Summary

- Monthly summary contains your **summary report** for **selected month**.
- Number of message sent indicates count of message sent at particular date of the month.





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Additional Feature

Language Selector:

On login screen you can select any one of the available language, so that till the time you are using application, you will be able to see the application in that language.

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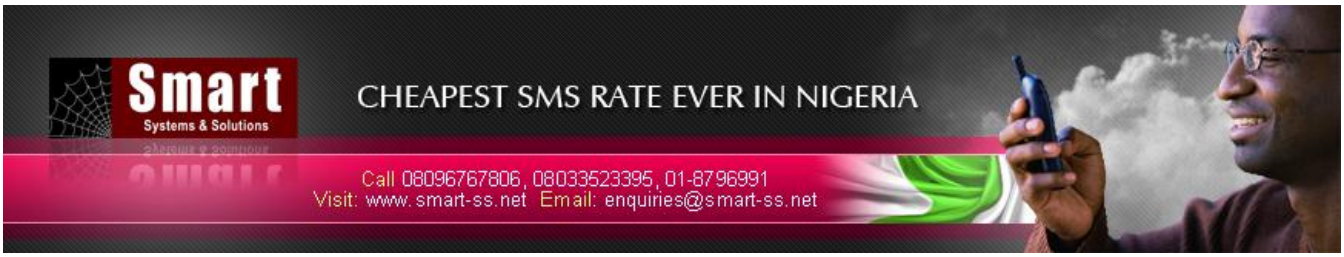

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