

Y'elloSMS User Manual

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1. Register as a Y'elloSMS user

Go to www.yellosms.co.za .

Click "Register".

The Registration Form will be displayed.

Complete the form. (Please protect your User ID and Password):

User ID/Login ID (NOT RSA ID No.):	<input type="text"/>
Password:	<input type="password"/>
Confirm Password:	<input type="password"/>

Please note the instructions at the bottom of the form:

Once you click on the register button, an email will be sent to the address you provided above. To activate your account, follow the instructions in the email

Then, if you agree to the conditions listed below, click the tick boxes and then click the REGISTER button:

I have read and agree to the Terms and Conditions listed here.	<input type="checkbox"/>
Yes, I agree to be billed R100.00 every month for the use of this service.	<input type="checkbox"/>
Yes, I agree to complete and sign the debit order authorization and to fax the signed form to Y'elloSMS.	<input type="checkbox"/>

REGISTER

Y'elloSMS will send an activation email to the address you provided in the Registration Form – see example below.

From: YelloSMS <evan@stouf.com> <YelloSMS [mailto:evan@stouf.com]>
Sent: 05 August 2009 12:46 PM
To: evan@stouf.com
Subject: Activate Registration

Thank you for registering.

To activate your registration, click on the link below:

[Activate My Account](#)

Your User ID: test9
Your Password: test9

Please PRINT the attached PDF file.

Please complete and sign the form.

Fax the signed form to Y'elloSMS Support at 086 656 8742

Once you have faxed the form, please call +2783 200 3733 to confirm receipt of the fax.

NOTE: If we do not receive the signed form within one week of registration we will be legally compelled to terminate your account.

If you do not have a PDF document reader, you can download one at: <http://get.adobe.com/reader/>

Please follow the instructions in the email. The provision of a signed Debit Authority is of particular importance.

Congratulations! You are now a registered Y'elloSMS user.

2. Log in as a User

Please ensure you have the correct username and password. The username and password are case sensitive.

Go to www.yellosms.co.za

Insert the username and password

Click "Submit"

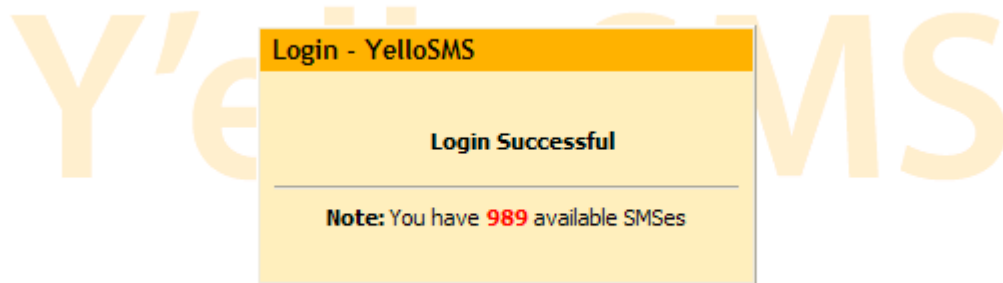


An incorrect Username will result in an "Unknown User" error message.

An incorrect Password will result in an "Invalid Password" error message.

If you have entered the correct Username and Password, the “Login Successful” message will be displayed and you can now choose which Y’elloSMS module you would like to access:

- Send SMS
- SMS Reports
- SMS Competition
- eMail-to-SMS



3. Send SMS

www.yellosms.co.za > Login > Send SMSes

Select the required function by clicking on one of the blue buttons.

YelloSMS - Send SMSes

Select an Option

- Edit Contacts
- Edit SMS Groups
- Send Single SMS
- Send SMS to Group(s)
- Send Bulk SMS < 2000
- Send Bulk SMS > 2000
- Send SMS from Excel
- Delivery Schedule
- Manage Templates
- Buy Package - EFT

My SMS Statistics

SMSes Available
SMSes Ready to Send
SMSes Delivered to Network
SMSes Rejected

Replies: Last 30 Min
Replies: Total Today

Refresh Now

Send SMSs | SMS Reports | SMS Competition | eMail-to-SMS

3.1. Buy Package – EFT

www.yellosms.co.za > Login > Send SMSes > Buy Package – EFT

Complete this form online to order SMS credits.

YelloSMS - Buy Package - EFT

Purchase a bulk SMS package

SMS Package Information

Select package to purchase ▼

User Information

User ID

Invoice to

Name

Surname

Email Address

Tel. No.

Postal Address ▲
▼

Physical Address ▲
▼

Your Internet Information

IP Address

Host Name

Your IP Location

For security purposes we save your IP Address, Host Name (if available) and any other relevant information regarding your internet connection to this server.

Click the “Purchase The SMS Package” button to register the purchase with the Y’elloSMS Administration Department.

Y’elloSMS will display a printable pro-forma invoice with a reference number, the amount payable, the Y’elloSMS banking details and the Y’elloSMS Administration fax number.

Account Holder	W3MS Trading (PTY) LTD
Bank	Standard Bank
Branch Name	Northcliff
Branch Code	051001
Account Number	201713748
Fax Number	+27 86 656 8742
Email Address	accounts@yellosms.co.za

PRO FORMA INVOICE		DATE: 2009-08-05		
W3MS Trading (Pty) Ltd P O Box 1595 Glenvista 2058		VAT No: 4030185609		
Invoice To:				
Name	Admin (Mic Loubser)			
Email	mic@i4u.co.za			
Tel. No.	0832226469			
Postal Address		Delivery Address		
PO Box 123 Randburg		14 Esmaralda Crescent Robindale Randburg		
No	Description	Qty	Unit Price	Line Total
1	500 SMS Messages	1	165.00	165.00
Total				R 165.00

Deposit the amount payable in the Y'elloSMS bank account.

Insert your Username as the reference number in the deposit reference area on the bank deposit slip / EFT form.

Fax the proof of deposit to the Y'elloSMS Administration fax number listed on the pro-forma invoice; or request your bank EFT system to email the proof of deposit to support@yellosms.co.za

When Y'elloSMS Administration receives the proof of deposit, your account will be credited with the SMS credits purchased.

3.2. Edit Contacts

www.yellosms.co.za > Login > Send SMSes > Edit Contacts

Click “Load Report” to display all the contacts in your contacts database.

No	Name	Cellno	Function
1	Evan D2	+27836293483	<input type="checkbox"/> Edit Delete
2	Mic L	+27832226469	<input type="checkbox"/> Edit Delete

You can Edit and/or Delete selected contacts

De-duplicate the cell numbers in your contacts database by simply clicking the “Del Duplicates” button.

3.2.1. Add New Contact

www.yellosms.co.za > Login > Send SMSes > Load Report > Scroll to bottom of list > Add New Contact.

Title: Mr

Name: [input field]

Surname: [input field]

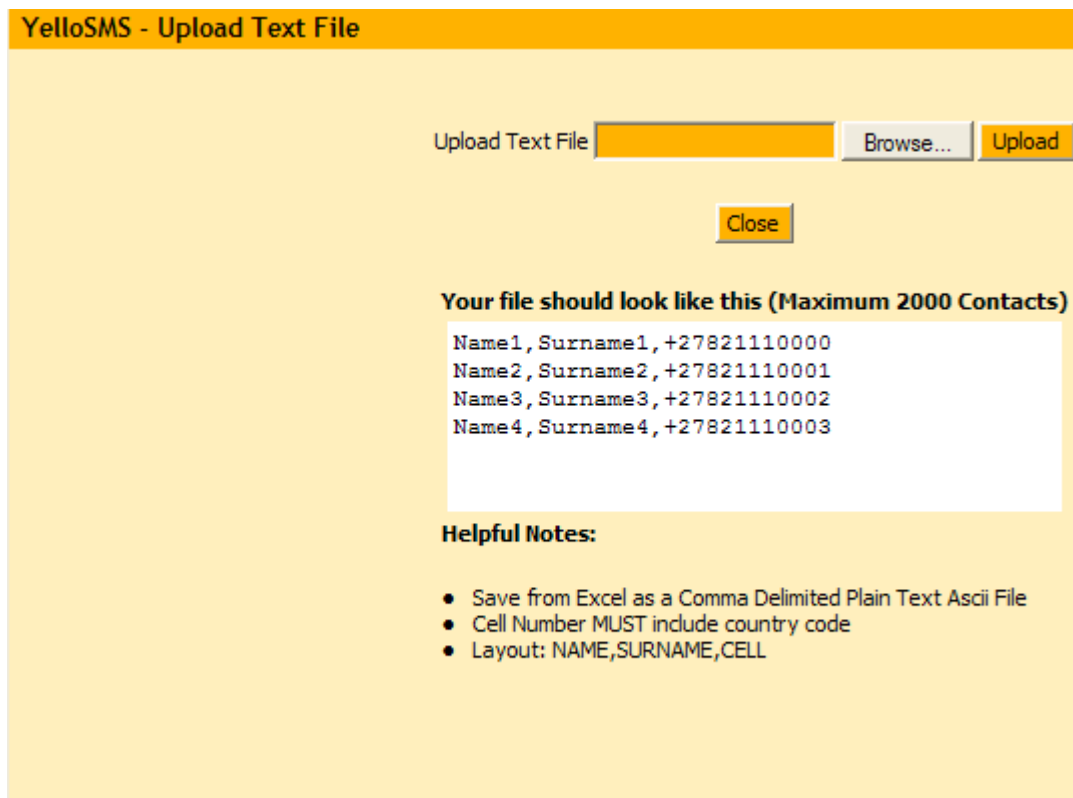
Cell No.: [input field]

Include country code in number eg. +270001111

Add Contact Cancel

3.2.2. Bulk Load Contacts

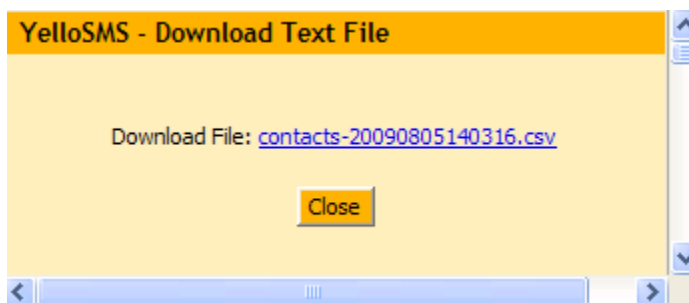
www.yellosms.co.za > Login > Send SMSes > Load Report > Scroll to bottom of list > Bulk Load Contacts.



3.2.3. Get Backup

This function will provide you with a file of all the contacts in your database.

www.yellosms.co.za > Login > Send SMSes > Load Report > Scroll to bottom of list > Get Backup.



3.3 Edit SMS Groups

www.yellosms.co.za > Login > Send SMSes > Edit SMS Groups.

YelloSMS - Edit SMS Groups			
SMS Groups			
No	Description	Function	
1	TestGrp	Edit	Delete
2	i4uTest	Edit	Delete
3	test3	Edit	Delete
4	test5	Edit	Delete
5	test6	Edit	Delete

Page: 1 of 1 [1]

You can Edit and/or Delete selected Groups,

3.3.1. Add New Group

www.yellosms.co.za > Login > Send SMSes > Edit SMS Groups > Add New Group.

YelloSMS - Add SMS Group	
SMS Group Description <input type="text"/>	
Current Cell Numbers	New Group Numbers
<p>Other Contacts: +27836293483 Evan D2 +27832226469 Mic L</p>	
<input type="button" value=">>"/>	
<input type="button" value=">"/>	
<input type="button" value="<"/>	
<input type="button" value="<<"/>	
<input type="button" value="Add SMS Group"/>	<input type="button" value="Cancel"/>

Click ">>" to add ALL your contacts to the new Group.

Select a Contact on the left and click ">" to add that contact to the new Group.

Click "<<" to remove ALL the contacts from the Group.

Select a Contact on the right and click "<" to remove that contact from the Group.

3.3.2. Bulk Load a Group

www.yellosms.co.za > Login > Send SMSes > Edit SMS Groups > Bulk Load a Group

YelloSMS - Upload Text File

Upload Text File

Name for New Group

Your file should look like this (Maximum 2000 Contacts)

```
Name1,Surname1,+27821110000,+27822220000,+27823330000,01@email.com,02@email.co
Name2,Surname2,+27821110001,+27822220001,+27823330001,01@email.com,02@email.co
Name3,Surname3,+27821110002,+27822220002,,01@email.com,02@email.com,,REMARK 3
Name4,Surname4,+27821110003,,,01@email.com
```

Helpful Notes:

- Save from Excel as a Comma Delimited Plain Text Ascii File
- Cell Number MUST include country code
- Layout: NAME,SURNAME,CELL_1,CELL_2,CELL_3,EMAIL_1,EMAIL_2,EMAIL_3,REMARK_TEXT

3.4 Send Single SMS

www.yellosms.co.za > Login > Send SMSes > Send Single SMS

Current Cell Numbers

A B C D E F G H I J K L M
N O P Q R S T U V W X Y Z

All Contacts No Contacts

New SMS

SMS Country: South Africa

Cell Number:

Personalise?: No Yes

Greeting style:
Hi Name

Template: - Select a Template -

Characters: 0/160 Save SMS as Template

Schedule SMS Delivery For:
5 August 2009 @ 14:22

Note: You have 989 available SMSes.

Send SMS as per above schedule Send SMS NOW

Use the Alpha keys to display a narrow selection.

Double-click the required item to move the number to the “Cell Number” field on the right.

Personalise the messages, if required.

Type a message, or use a pre-defined template message.

Click “Send SMS NOW” to send the SMS immediately.

Set up a Scheduled event to send the SMS later and then click “Send SMS as per above schedule”.

3.5 Send SMS to Group(s)

www.yellosms.co.za > Login > Send SMSes > Send SMS to Group(s)

YelloSMS - Send SMS to Group(s)

Select	Description
<input type="checkbox"/>	i4uTest
<input type="checkbox"/>	test3
<input type="checkbox"/>	test5
<input type="checkbox"/>	test6
<input type="checkbox"/>	TestGrp

New SMS

Personalise?: No Yes

Greeting style:
Hi Name

Template:

Characters: Save SMS as Template

Schedule SMS Delivery For:
 @

Note: You have **989** available SMSes.

Select the required Group/s.

Personalise the messages, if required.

Type a message, or use a pre-defined template message.

Click “Send SMS NOW” to send the SMSes immediately.

Set up a Scheduled event to send the SMSes later and then click “Send SMS as per above schedule”.

3.6. Send Bulk SMS < 2000

www.yellosms.co.za > Login > Send SMSes > Send Bulk SMS < 2000

The screenshot shows the 'Send Bulk SMS < 2000' interface. It features three main columns. The left column, 'Current Cell Numbers', contains two rows of letter buttons (A-M and N-Z) and 'All Contacts' and 'No Contacts' buttons. The middle column, 'List to send to', has an 'Add' button and a large empty text area. The right column, 'New SMS', includes 'Personalise?' (No/Yes), 'Greeting style' (Hi/Name), a 'Template' dropdown, a character count (0/160), a 'Save SMS as Template' checkbox, and a 'Schedule SMS Delivery For' section with date and time pickers. A note at the bottom states 'You have 989 available SMSes.' and there are two buttons: 'Send SMS as per above schedule' and 'Send SMS NOW'.

The cell numbers that will be used in the batch will be located in the Middle block.

Use the processes described in 3.6.1 and 3.6.2 below to add numbers to the selection in the middle block.

Personalise the messages, if required.

Type a message, or use a pre-defined template message.

Click "Send SMS NOW" to send the SMS immediately.

Set up a Scheduled event to send the SMS later and then click "Send SMS as per above schedule".

3.6.1 Manual selection from Contacts database:

Above the left-hand block, click “All Contacts” to display all contacts in the database, or use the Alpha keys to display a narrow selection.

Click “>>” to add all the displayed contacts to the selection in the middle block.

Select a Contact on the left and click “>” to add that contact selection in the middle block.

Click “<<” to remove ALL the contacts from the selection in the middle block.

Select a number in the middle block and click “<” to remove that contact from the selection.

3.6.2 Upload Numbers:

www.yellosms.co.za > Login > Send SMSes > Send Bulk SMS < 2000 > Upload Numbers

This can be done as the only source of numbers for this batch, OR it can be done in addition to the manual selection process discussed in 3.6.1 above.

YelloSMS - Upload Text File

Upload Text File

Text File Layout (Maximum 2000 Cell Numbers or 28Kb)

```
+27821231234
+27834564567
+27820001111
+27821112222
...
+27839990000
```

(Plain Text Ascii File)
(This program will attempt to remove duplicate cell numbers)

3.7 Send Bulk SMS > 2000

www.yellosms.co.za > Login > Send SMSes > Send Bulk SMS > 2000

YelloSMS - Send Bulk SMS > 2000

New Bulk SMS

Template:

Characters: Save SMS as Template

Schedule SMS Delivery For:

@

Note: You have **989** available SMSes.

NOTE: Once you press the 'Send SMS ASAP' or 'Send SMS as per above schedule' button, your SMS will be saved and a new screen loaded. You will then be prompted to upload your file of numbers in plain text format. Only after the ENTIRE file is uploaded will the SMSes be added to the database for sending.

If the operation is interrupted before the upload is complete, NO SMS messages will be sent.

Please ensure that the numbers in your file are unique as duplicates will NOT be checked for in this section.

Type a message, or use a pre-defined template message.

Click “Send SMS ASAP” to send the SMS as soon as possible (immediately).

Set up a Scheduled event to send the SMS later and then click “Send SMS as per above schedule”.

Please read the caution in RED carefully

The following screen will be displayed.

Bulk SMS Send (Upload Cell Number List)

Message Details

Date To Start Submitting:	2009-08-11 10:53:31
Message To Send:	Test message

Upload Text File

Text File Layout (Max 2 Million Cell Numbers / 28Mb File Size)

```
+27821231234
+27834564567
+27820001111
+27821112222
...
+27839990000
```

(Plain Text Ascii File)

NOTE: This program will NOT try to remove duplicates from your list! If you submit the same number more than once more than one SMS will be sent to that number! You must ensure that each cell number on your list is unique.

Once you press the 'Upload and Continue' button the whole file will be uploaded to the server. When the complete file has been uploaded, your SMSes will be added to the database. A very large file may take several minutes to several hours to upload depending on your bandwidth.

Upload the file of numbers.

Once the ENTIRE file is uploaded the following screen will be displayed.

Bulk SMS Processing Complete

Description	Value
SMSes Processed	1
Errors Encountered (Illegal Number Format)	1
1 processed (estimate was 2) and 1 errors encountered.	

3.8 Send SMS from Excel

www.yellosms.co.za > Login > Send SMSes > Send SMS from Excel

YelloSMS - Send SMSes from Excel

New Bulk SMS

Excel File:

Total Rows:

Total Errors:

Total Messages:

Schedule SMS Delivery For:

@

Note: You have **989** available SMSes.

First, upload the required Excel file. The file MUST contain the cell numbers and the messages as per the example shown below.

YelloSMS - Upload Text File

Upload Text File

Excel File Layout (Maximum 20000 Cell Numbers or 5MB)

COL A	COL B
+27821231234	Message1
+27834564567	Message2
+27820001111	Message3
+27821112222	Message4
...	...
+27839990000	Message

(Microsoft Excel File)
(This program will attempt to remove duplicate cell numbers)

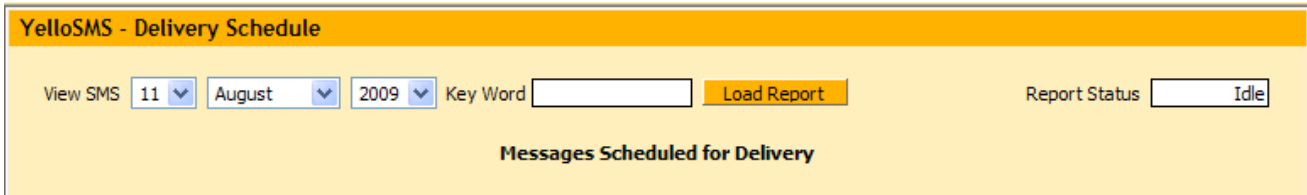
Then Click "Send SMS ASAP" to send the SMS as soon as possible (immediately), OR

Set up a Scheduled event to send the SMS later and then click "Send SMS as per above schedule".

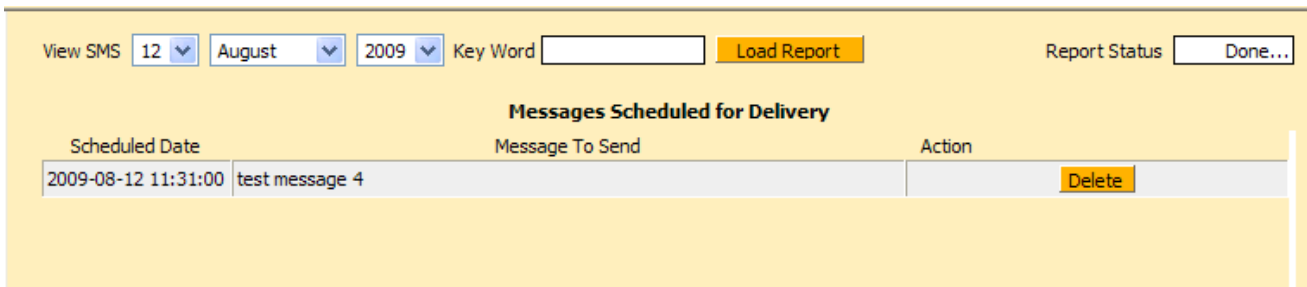
3.9 Delivery Schedule

www.yellosms.co.za > Login > Send SMSes > Delivery Schedule

With this function you can VIEW and DELETE previously defined scheduled events.



Select the date of the scheduled event previously set up and click “Load Report”.

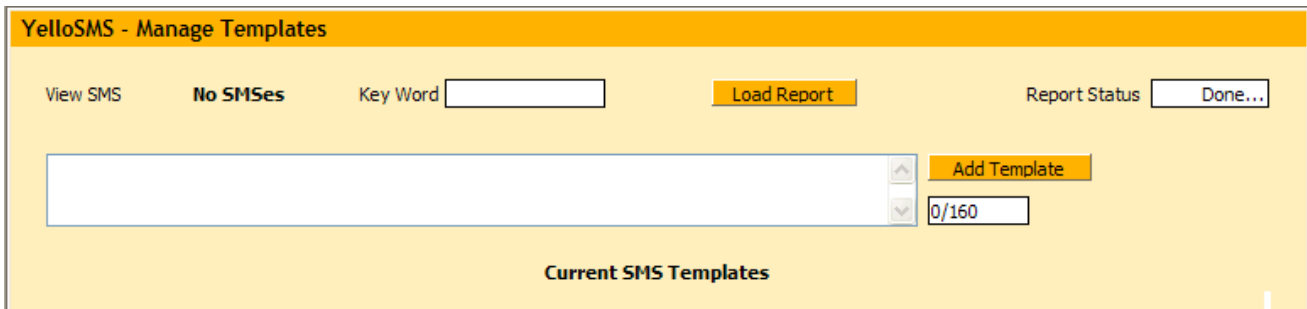


Scheduled Date	Message To Send	Action
2009-08-12 11:31:00	test message 4	Delete

Click “Delete” to remove the scheduled event.

3.10 Manage Templates

www.yellosms.co.za > Login > Send SMSes > Manage Templates



The current list of templates will be displayed.

Type the required message and click “Add Templates”

YelloSMS - Manage Templates

View SMS **No SMSes** Key Word Report Status

Current SMS Templates

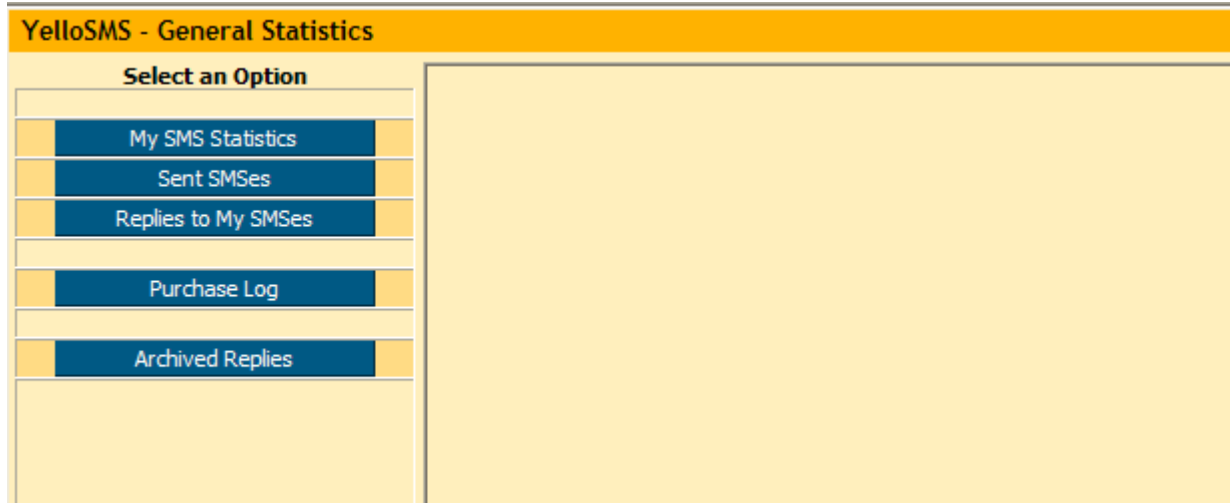
Template Date	SMS Text	Action
2009-08-11 13:04:04	Test template 1	<input type="button" value="Edit"/> <input type="button" value="Delete"/>

The templates can be EDITED or DELETED.

4. SMS Reports

www.yellosms.co.za > Login > SMS Reports

Click the blue buttons to access the different functions.



4.1 My SMS Statistics

www.yellosms.co.za > Login > SMS Reports > My SMS Statistics

A view – from the date of registration to date – of the status of your SMSes.

SMS Statistics	
Description	Value
SMSes available to send	989
SMSes processed but not yet submitted to the SMS gateway	0
SMSes submitted to the gateway but SMSC delivery confirmation not yet received	0
SMSes successfully delivered to SMSC	11
Replies received in the last 30 MINUTES to SMSes sent out	0
Replies received TODAY to SMSes sent out	0

4.2 Sent SMS

www.yellosms.co.za > Login > SMS Reports > Sent SMS

The screenshot shows the 'YelloSMS - SMSes Sent' report interface. At the top, there are filters for 'From' (11, August, 2009) and 'To' (11, August, 2009). A dropdown menu is set to 'All SMSes'. There is a 'Number' input field, a 'Load Report' button, and a 'Report Status' dropdown set to 'Idle'. Below the filters is the title 'Sent SMSes Report'. The main table has columns: 'Date Processed', 'Cell. No.', 'Message', 'Stat', and 'Date Sent'. A legend below the table defines the status codes: N: Not Processed, Y: Processed, C: Delivered, T: Timeout, R: Rejected.

View SMSes sent, using a number of selection criteria:

- Select a date range
- Select the SMS status type
 - All
 - Processed
 - Submitted
 - Sent
 - Rejected
- Search for a specific cell number

4.3 Replies to my SMSes

www.yellosms.co.za > Login > SMS Reports > Replies to my SMSes

The screenshot shows the 'YelloSMS - Replies to my SMSes' report interface. It features filters for 'From' (11, August, 2009) and 'To' (11, August, 2009). There is a 'Number' input field, 'Load Report' and 'Download CSV' buttons, and a 'Report Status' dropdown set to 'Idle'. The title is 'Replies Received Report'. The table columns are 'Message received', 'from', 'at', and 'in reply to'.

View reply SMSes sent to my profile, using a number of selection criteria:

- Select a date range
- Search for a specific cell number

Download a copy of ALL replies held in the database.

4.4 Purchase Log

www.yellosms.co.za > Login > SMS Reports > Purchase Log

YelloSMS - Purchase Log

View Transactions Report Status

Packages Purchased - e-Commerce Transactions

Date	Order ID	Card Holder	Package	Price	Result	Action
2009-08-05 13:29:36	0001640	Mic Loubser	500 SMS Messages	R 165.00	Success	<input type="button" value="Show Invoice"/>

View all financial transactions on my profile, in a number of criteria:

- All transactions
- Successful transactions
- Declined transactions
- Incomplete transactions
- eCommerce gateway errors
- Unexpected errors
- eCommerce Timeout

4.5 Archived Replies

www.yellosms.co.za > Login > SMS Reports > Archived Replies

YelloSMS - Archived Replies

View SMS **No SMSes** Number Report Status

Replies Received Report

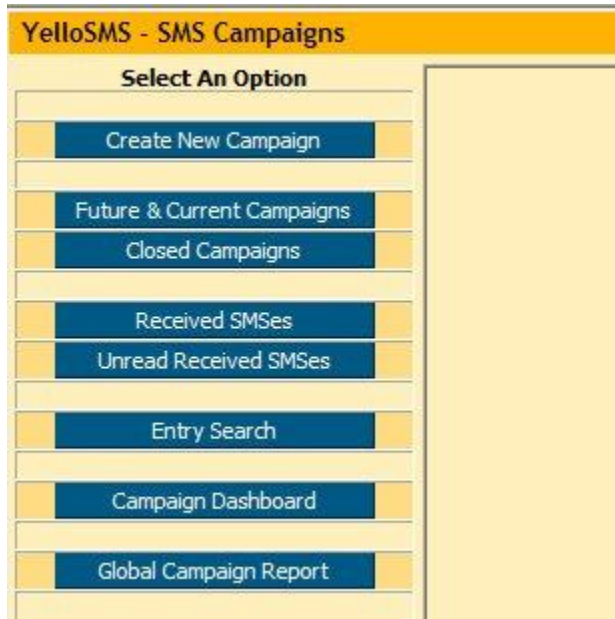
Date Received	From	Message Received (IN)	Message Sent (OUT)
---------------	------	-----------------------	--------------------

View ALL replies received from a specific cell number.

5. SMS Competitions

www.yellosms.co.za > Login > SMS Competitions

Click the blue buttons to access the different functions.



5.1 Create New Campaign

www.yellosms.co.za > Login > SMS Competitions > Create New Campaign

The New Campaign form will be displayed. Complete the form and click the “Create Campaign” button at the bottom of the form.

The instructions on completing the Create New Campaign entry form are reasonably easy to follow, but there are some points that need to be emphasized.

*The “**Load Last Campaign**” button will be very useful when loading your 2nd and subsequent campaigns. When you click this button the system will insert the details of the last campaign you loaded; ie you don’t have to re-capture a lot of static information.*

*The “**Campaign Details**” section is where you enter information relating to the CLIENT OF THIS CAMPAIGN and is very useful when you are planning on running this campaign on behalf of an outside client or even another division in your company.*

*The “**Competition Details**” section is self-explanatory, but it is worth mentioning that the details inserted in this section effectively comprise the major cost components of the campaign, eg advertising / prizes, etc.*

*The “**Competition Keywords**” section is where you insert the keyword(s) of your campaign. YelloSMS uses a single set of 5-digit short codes, ie you will be sharing your 5-digit number with other Y’elloSMS users. Your keyword(s) is, therefore, what Y’elloSMS uses to*

differentiate your campaign from other campaigns. Keywords are allocated on a first-come basis, hence it is possible that the keyword(s) you request may already be in use. To avoid “over-booking” of keywords Y’elloSMS normally only allows 3 keywords per campaign, but if you want to use more than 3 keywords (eg you have 20 barcodes), please email your request to support@yellosms.co.za

The “**Billing Information**” section is where you enter information relating to the entity that will be the beneficiary of the revenue generated by your campaign. Y’elloSMS Accounts will look to this section to determine who will be receiving the net income from your campaign.

The “**SMS Profit Split Options**” section is where you select

- The Rand value of the SMS your consumers will be sending to your campaign.
- The Start and End dates of your campaign.
- The (optional) auto-replySMS that Y’elloSMS will send back to each entrant.

5.2 Future & Current Campaigns

www.yellosms.co.za > Login > SMS Competitions > Future & Current Campaigns

YelloSMS - Future & Current Campaigns

Campaign Client Report Status

Future & Current Campaigns

No	Campaign Name	Client Name	Start Date	End Date	Function		
1	i4uTest	i4u	2009-07-24	2009-10-24	<input type="button" value="Edit"/>	<input type="button" value="View Detail"/>	<input type="button" value="View Report"/>
2	test3	test	2009-08-03	2009-11-03	<input type="button" value="Edit"/>	<input type="button" value="View Detail"/>	<input type="button" value="View Report"/>
3	test5	test	2009-08-03	2009-09-03	<input type="button" value="Edit"/>	<input type="button" value="View Detail"/>	<input type="button" value="View Report"/>

5.2.1 Edit

www.yellosms.co.za > Login > SMS Competitions > Future & Current Campaigns > Edit

YelloSMS - Edit Campaign

Reply SMS

reply test

Characters: 0/160

Enter new keyword

Add Keyword -->

I4UTEST

<-- Delete Keyword

Use this function to:

- Insert / Modify / Delete the campaign auto-reply message.
- Insert / Delete campaign keyword/s

5.2.2 View Detail

www.yellosms.co.za > Login > SMS Competitions > Future & Current Campaigns > View Detail

Campaign Details		SMS Profit Split Options	
Campaign Name	i4uTest	Premium Rated SMS Value	ZAR 1.00 per SMS sent
Client Name	i4u	Premium Rated Number	32060
Physical Address	14 esm	Profit Split Option	ZAR 0 for 80% profit
Phone Number	0836293483	Start Date	2009-07-24
Cell Number	0836293483	End Date	2009-10-24
Fax Number	0836293483	Reply SMS	reply test
Email Address	evan@stouf.com	Full Name	evan
Prizes	test	Order Number	123
Quantity	1	Job Bag Number	
Value	R 10.00	SMS Campaign Income Statement from 2009-07-24 to 2009-08-11 17:06:31	
Media	Competition	Total SMSes to Date	0
Advertising		Total SMSes Today	0
Media Schedule	efgeg	Total SMSes Last Hour	0
Keyword 1	I4UTEST	Total SMSes Vodacom	0
Keyword 2		Total SMSes MTN	0
Keyword 3		Total SMSes Cell C	0
Billing Information		Set-up cost	-R0.00
Customer Trading Name	i4utest		
VAT Number	123		
Accounts Contact Person	evan		

5.2.3 View Report

www.yellosms.co.za > Login > SMS Competitions > Future & Current Campaigns > View Report

YelloSMS - Campaign Report

July

Day	24	25	26	27	28	29	30	31
SMS	0	0	0	0	0	0	0	0

Total SMSes for month: 0

August

Day	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
SMS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	

Total SMSes for month: 0

September

Day	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
SMS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	

Total SMSes for month: 0

October

Day	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
SMS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Total SMSes for month: 0

[Close](#)

5.3 Closed Campaigns

www.yellosms.co.za > Login > SMS Competitions > Closed Campaigns

Closed SMS Campaigns

No.	Campaign Name	Closed Campaigns Client Name	Created	Status	Function
You don't yet have a Competition History.					

[Reload List](#)

Page: 1 of 1 [\[1\]](#)

5.4 Received SMSes

www.yellosms.co.za > Login > SMS Competitions > Received SMSes

Selection criteria:

- All SMS received in a given date range.
- All SMSes received for a given cell number.
- A combination of the above.

5.5 Unread Received SMSes

www.yellosms.co.za > Login > SMS Competitions > Unread Received SMSes

Date	Cell No	Message	Read
2009-10-10 21:47:47	+27718571858	G RE EME KA MAPONESA	<input type="checkbox"/>
2009-10-13 16:02:05	+27718547410	G ke kopa vane ntate o kgakgatha mme ke kopa thuso ke molokwane p167 kgotsong	<input type="checkbox"/>
2009-10-13 16:14:37	+27718571780	G BONTATE PLEASE HONA LE NTATE YA O TLILENG MOSADI CPF MEMBER KGOTSONG,TSHEPO	<input type="checkbox"/>
2009-10-13 17:18:14	+27718571780	G ALL IN ORDER CAPTAIN NOTHING WRONG YET AT SECTOR FORUM 4 IN MY PATROL THANX.FR TSHEPO CPF.	<input type="checkbox"/>

Selection and process criteria:

- All unread SMS received in a given date range will be displayed.
- Once the message is read, click the “Read” tick box next to the message
- When you click the “Update Read Messages” button, the ticked messages will be removed from the list.

5.6 Entry Search

www.yellosms.co.za > Login > SMS Competitions > Entry Search

YelloSMS - Entry Search

Search Date From: 1 August 2009 Number: Search Idle

Search Date To: 11 August 2009

Search Results

Selection criteria:

- All SMS received in a given date range.
- All SMSes received for a given cell number.
- A combination of the above.

5.7 Campaign Dashboard

www.yellosms.co.za > Login > SMS Competitions > Campaign Dashboard




Select Campaign: i4uTest Week View: Idle

Campaign Dashboard


Campaign Details

Campaign Name	i4uTest
Campaign ID	00532
Period	2009-07-24 to 2009-10-24
Short Code	32060
SMS Value	R 1.00

SMS Received Totals by Network

Per Network Received			Not enough data
Network	Received	Colour	
Vodacom	0		
MTN	0		
Cell C	0		
Total	0		

SMS Received Totals by Keyword

Per Keyword Received			Not enough data
Keyword	Received	Colour	
I4UTEST	0		

5.8 Global Campaign Report

www.yellosms.co.za > Login > SMS Competitions > Global Campaign Report

View received SMS statistics for ALL your campaigns.

YelloSMS - Global Campaign Report

Report Date from

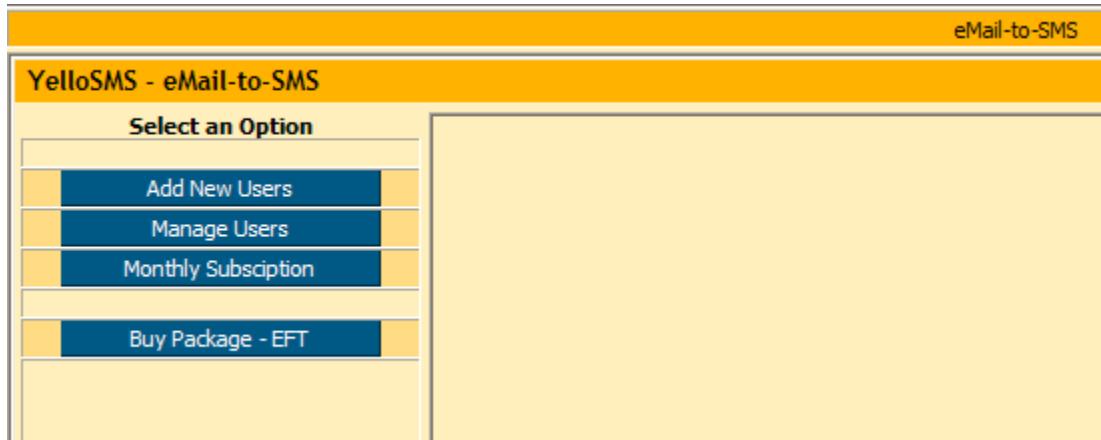
Report Date to

Global Received SMS Report

6. eMail-to-SMS

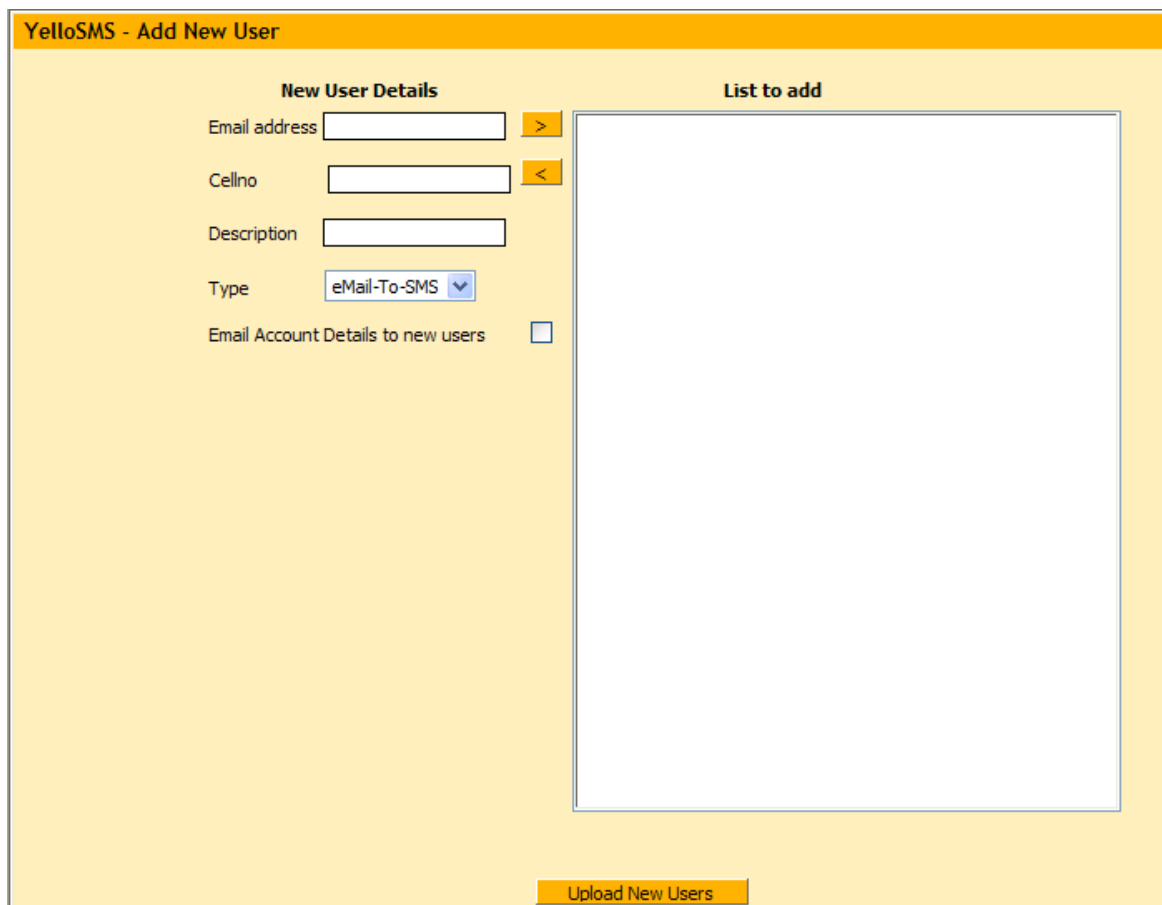
www.yellosms.co.za > Login > eMail-to-SMS

Select the required function by clicking on one of the blue buttons.



6.1 Add New Users

www.yellosms.co.za > Login > eMail-to-SMS > Add New Users



6.1.1

Insert New User details and create new user account:

- eMail address = the eMail address of the new user.
- Cellno = the cell number of the new user.
- Description = Name of new user.
- Type = eMail-to-SMS if the new user does not use MS Outlook 2007 as his mail client.
- Type = Outlook if the new user uses MS Outlook 2007 as his mail client.
- The “Email Account Details to new users”
 - The “Email Account Details to new users” tick box MUST be selected if you want the new account details and user instructions to be emailed to the new user.

The screenshot shows a web form titled "YelloSMS - Add New User". The form is set against a light yellow background. It contains several input fields and a dropdown menu. The "Email address" field contains "mic@i4u.co.za" and has a yellow button with a right-pointing arrow. The "Cellno" field contains "0832226469" and has a yellow button with a left-pointing arrow. The "Description" field contains "Mic Loubser". The "Type" field is a dropdown menu currently showing "eMail-To-SMS". The "Email Account Details to new users" field has a checked checkbox with a green checkmark icon.

- Now add the new user to the List. Click “>” button.

The screenshot shows a section titled "List to add" with a yellow header. Below the header is a table with one row of data. The data in the row is: "Mic Loubser...mic@i4u.co.za...0832226469...eMail-To-SMS".

- To create the new account click the “Upload New Users” button

The screenshot shows a single yellow button with the text "Upload New Users" in black.

6.1.2 Confirm Change in Active Users and Monthly Subscription:

- After the previous step in the process (Upload New Users) the Manage Users – Confirm Change in Active Users and Monthly Subscription screen will be displayed, showing the result of the new user account/s you have created.

YelloSMS - Manage Users: Confirm Change in Active Users and Monthly Subscription

Before this transaction you had	<input type="text" value="3"/>	Active eMail-to-SMS User/s
Your monthly subscription was:	<input type="text" value="100"/>	Basic Subscription to Y'elloSMS, incl. 10 eMail-to-SMS Users
	<input type="text" value="0"/>	Subscription for eMail-to- SMS Users > 10 @ R10 per User
	<input type="text" value="100"/>	Total Monthly Subscription
You have successfully DELETED	<input type="text" value="0"/>	Active eMail-to-SMS User/s
You have successfully ADDED	<input type="text" value="1"/>	New eMail-to-SMS User/s
You now have	<input type="text" value="4"/>	Active eMail-to-SMS User/s
Your monthly subscription NOW:	<input type="text" value="100"/>	Basic Subscription to Y'elloSMS, incl. 10 eMail-to-SMS Users
	<input type="text" value="0"/>	Subscription for eMail-to- SMS Users > 10 @ R10 per User
	<input type="text" value="100"/>	Total Monthly Subscription

I hereby confirm the accuracy of the number of Active eMail-to-SMS user/s shown above and warrant that I am duly authorized to accept the Total Monthly subscription reflected above on behalf of the subscriber. I acknowledge that I have read, understand and agree to be bound by the Terms and Conditions annexed hereto. I hereby authorize W3MS Trading (Pty) Ltd, to debit the registered bank account of this subscriber with the amount/s which are due and payable in terms of this Agreement.

- NB. Only when you have clicked “Accept” on this screen will the new user account/s be finally added to your Y'elloSMS profile.

6.1.3 Receive eMail with new account details and user instructions

- If the generic eMail-to-SMS service was selected, the new user will receive the following eMail.

You have been subscribed to the eMail-to-SMS (e2S) Service of Y'elloSMS.

For details of the number of SMS credits available to you, please contact your Y'elloSMS Administrator at your company.

Using the e2S Service is really simple.

To send a SMS:

- Go to your eMail service and open a New eMail.
- In To enter sms@yellosms.co.za
- In Subject enter the destination cell number(s), separated by semi-colon.
- Eg single number = 0832226469
- Eg multiple numbers = 0832226469;0829003060
- NB! The maximum number of destination cell numbers per message is 10.
- Each cell number will be 1 x SMS
- In the Message area type the content of the SMS.
- Bear in mind a SMS = 160 characters.
- So, switch off any automatic data, eg signatures, disclaimers and anti-virus messages.
- Click Send

What happens next?

- When the eMail arrives at sms@yellosms.co.za our platform converts the eMail into a SMS and sends it to the destination cell number(s).
- You, the sender, will receive the following confirmation eMails (use as part of your audit trail).
- 1 x Confirmation of delivery to the Server (platform).
- 1 x Confirmation of delivery to each Client (destination cell number).

What happens if the recipient (destination cell number) sends back a REPLY SMS?

- Replies to the original SMS are automatically routed back to you, the original sender as eMail

6.1.4 Receive eMail with new account details and user instructions

- If the Outlook eMail-to-SMS service was selected, the new user will receive the following eMail.

From: support@yellosms.co.za
Sent: 23 September 2009 10:30 AM
To: mic@i4u.co.za
Subject: Y'elloSMS eMail-To-SMS Details
Importance: High

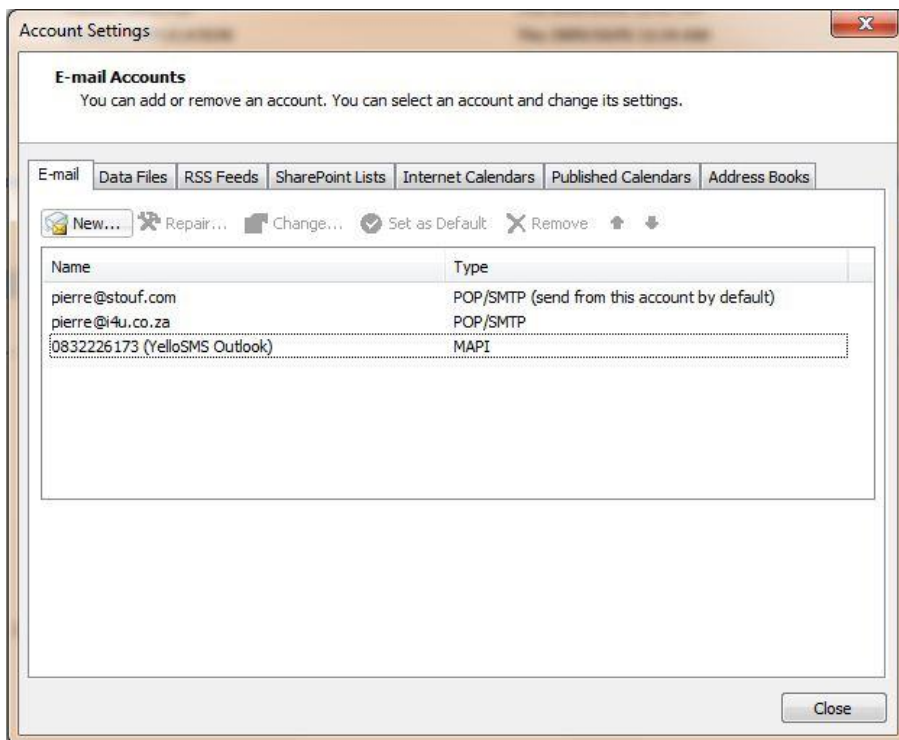
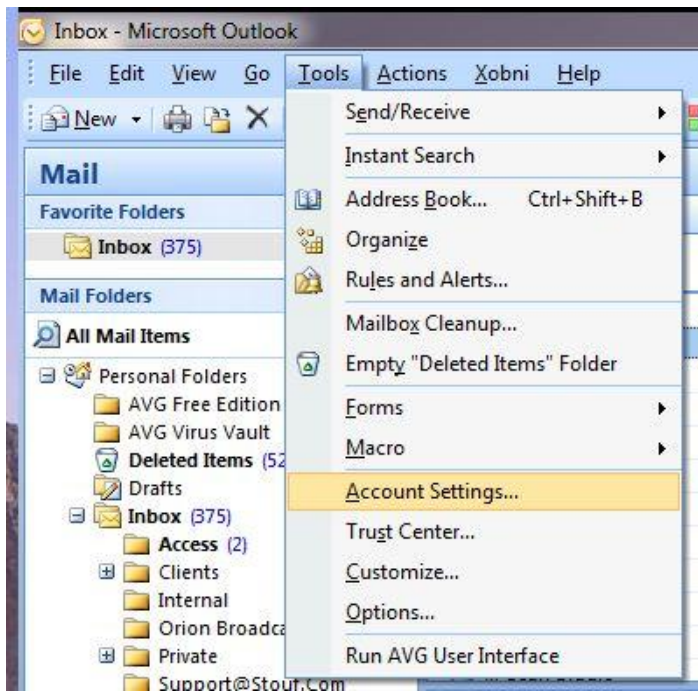
You have been subscribed to the eMail-to-SMS (e2S) Service of Y'elloSMS. With this service you will be able to send SMS (and receive replies) directly from Microsoft Outlook 2007.

For details of the number of SMS credits available to you, please contact your Y'elloSMS Administrator at your company.

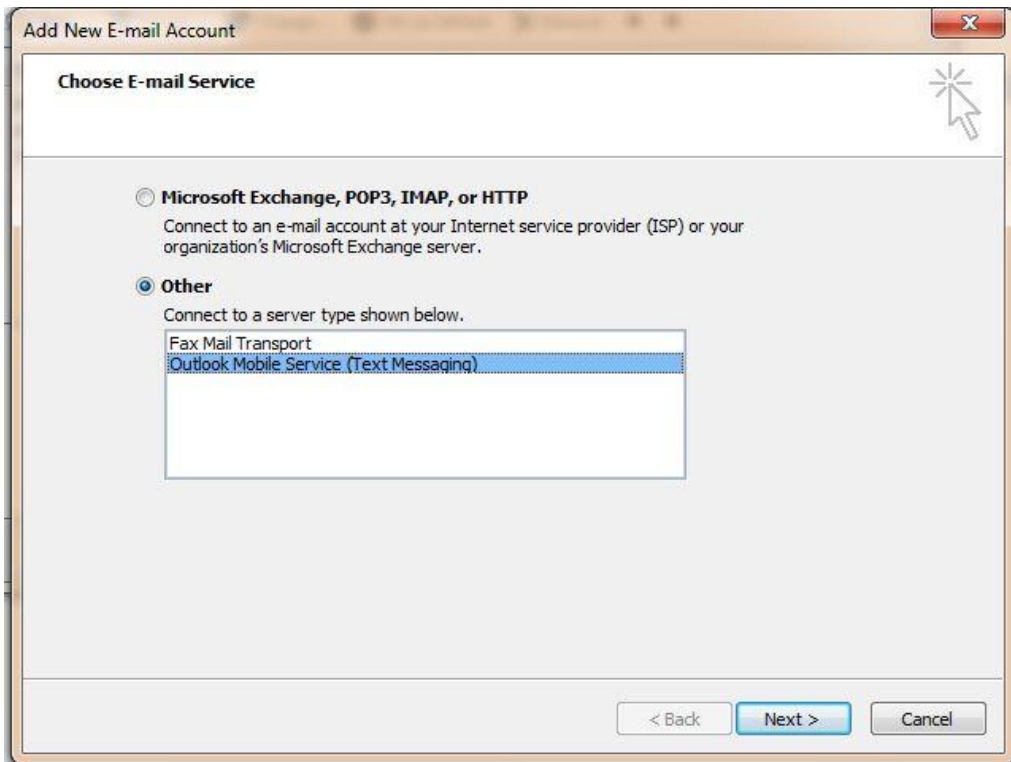
Please follow the steps outlined below to set up and use Text Messaging from Microsoft Outlook 2007.

- Go to the Y'elloSMS landing (home) page - www.yellosms.co.za - and open the User Manual.
Go to Section 6.1.5 of the User Manual - it would probably be best to print this section of the manual.
- Open MS Outlook 2007
Create a Text Messaging account
Please follow the instructions in Section 6.1.5 in the User Manual,
The Web Services Address = <https://outlook.yellosms.co.za/service.smax>
Your User ID = mic@i4u.co.za
Your Password = mic123
- Visit the following websites for guidance on how to use Text Messaging in Outlook 2007.
<http://office.microsoft.com/en-us/outlook/HA101078921033.aspx?pid=CH101316361033>
<http://office.microsoft.com/en-us/outlook/HA101078941033.aspx>

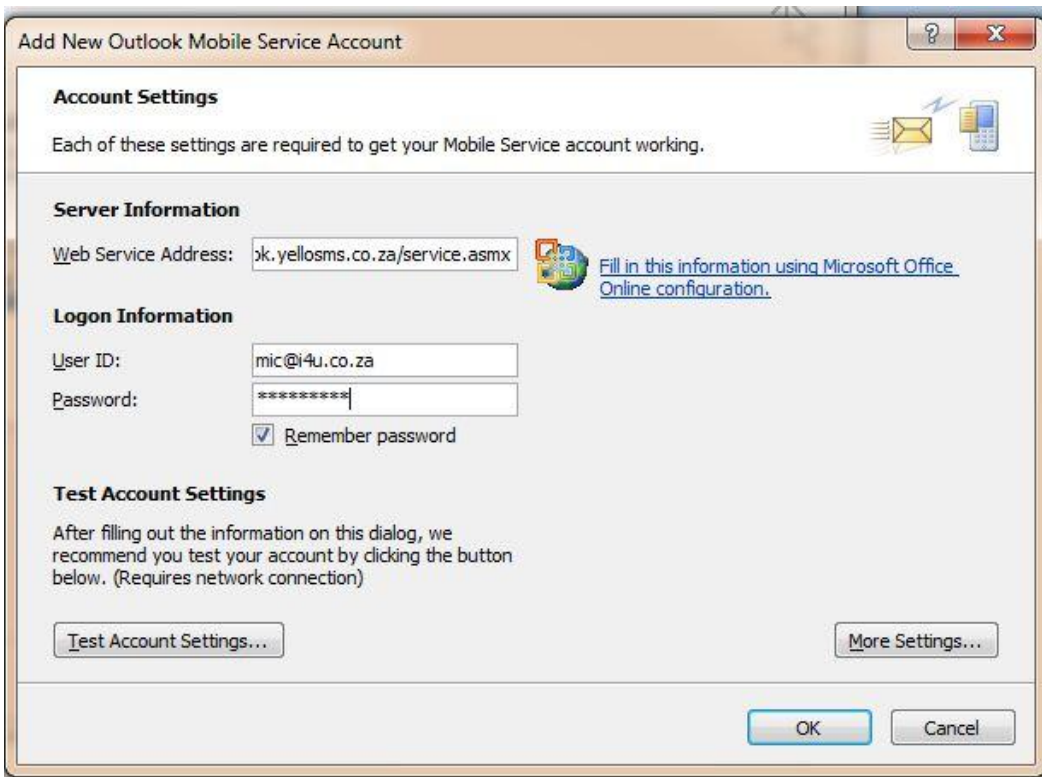
6.1.5 Set up Microsoft Outlook 2007 Text Messaging account



- Click "New"



- Click "Other"
- Click "Outlook Mobile Service (Text Messaging)"
- Click "Next"



- Insert details from eMail sent to you by Y'ellosms.

6.2 Manage Users

www.yellosms.co.za > Login > eMail-to-SMS > Manage Users

YelloSMS - Manage Users

eMail Address Type Load Report Report Status

User List

- In eMail Address field insert an email address or leave the field blank.
- Select "Type".
- Click "Load Report".

YelloSMS - Manage Users

eMail Address Type Load Report Report Status

User List

No	Desc	CellNo	Username	Password	Type	Function
1	Evan	27836293483	evan@stouf.com		eMail-To-SMS	<input type="checkbox"/> Edit
2	Evan	27836293483	evan@stouf.com	22761	Outlook	<input type="checkbox"/> Edit
3	Mic Loubser	0832226469	mic@i4u.co.za		eMail-To-SMS	<input type="checkbox"/> Edit
4	Pierre	27832226173	pierre@stouf.com		eMail-To-SMS	<input type="checkbox"/> Edit

- If you click the "Edit" button you can edit the details of a particular user.
- Note, the "Password" field is only required for the messaging account of Outlook 2007 users.

YelloSMS - Update User Details

Type

Desc

Cellno

Email

Password

- If you select a user and click the "Del Selected" button the Manage Users screen will be displayed, showing the result of the change.

YelloSMS - Manage Users

eMail Address Type Report Status

User List

Before this transaction you had	<input type="text" value="4"/>	Active eMail-to-SMS User/s
Your monthly subscription was:	<input type="text" value="100"/>	Basic Subscription to Y'elloSMS, incl. 10 eMail-to-SMS Users
	<input type="text" value="0"/>	Subscription for eMail-to- SMS Users > 10 @ R.10 per User
	<input type="text" value="100"/>	Total Monthly Subscription
You have successfully DELETED	<input type="text" value="1"/>	Active eMail-to-SMS User/s
You have successfully ADDED	<input type="text" value="0"/>	New eMail-to-SMS User/s
You now have	<input type="text" value="3"/>	Active eMail-to-SMS User/s
Your monthly subscription NOW:	<input type="text" value="100"/>	Basic Subscription to Y'elloSMS, incl. 10 eMail-to-SMS Users
	<input type="text" value="0"/>	Subscription for eMail-to- SMS Users > 10 @ R.10 per User
	<input type="text" value="100"/>	Total Monthly Subscription

I hereby confirm the accuracy of the number of Active eMail-to-SMS user/s shown above and warrant that I am duly authorized to accept the Total Monthly subscription reflected above on behalf of the subscriber. I acknowledge that I have read, understand and agree to be bound by the Terms and Conditions annexed hereto. I hereby authorize W3MS Trading (Pty) Ltd, to debit the registered bank account of the subscriber with the amount/s which are due and payable in terms of this Agreement.

- NB. Only when you have clicked “Accept” on this screen will the selected user account/s be finally deleted from your Y’elloSMS profile.

6.3 Monthly Subscription

www.yellosms.co.za > Login > eMail-to-SMS > Monthly Subscription

- A printable overview of the number of eMail-to-SMS users and the Y’elloSMS Monthly Subscription.

YelloSMS - eMail-To-SMS Monthly Subscription

You have	<input type="text" value="4"/>	Active eMail-to-SMS User/s
Your monthly subscription is:	<input type="text" value="100"/>	Basic Subscription to Y'elloSMS, incl. 10 eMail-to-SMS Users
	<input type="text" value="0"/>	Subscription for eMail-to- SMS Users > 10 @ R.10 per User
	<input type="text" value="100"/>	Total Monthly Subscription

6.4 Buy Package - EFT

www.yellosms.co.za > Login > eMail-to-SMS > Buy Package - EFT

- A convenient link to the module handling the ordering of additional SMS credits.
- Refer to section 3.1 above for details.

7. Using the Outlook 2007 Mobile Service

Reach your contacts, co-workers, and employees instantly:

Send Short Message Service (SMS) text messages from Office Outlook 2007 to any mobile phone, including your own.

Receive replies to your sent text messages to your Office Outlook 2007 inbox.

Forward e-mail as SMS text messages from Office Outlook 2007 to any mobile phone.

Automatically receive e-mail as SMS text messages to your mobile phone based on the rules you set up.

Send a single e-mail message to multiple recipients' phones.

Stay ahead of schedule:

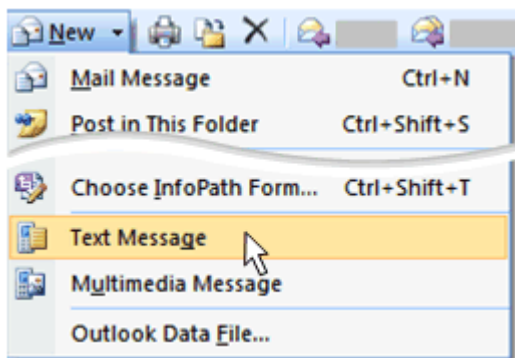
Automatically receive Office Outlook 2007 reminders as SMS text messages to your mobile phone.

Send calendar appointments, contacts, or tasks as SMS text messages from Office Outlook 2007 to any mobile phone.

Automatically receive your daily calendar as an SMS text message to your mobile phone.

7.1 Create a new text message

On the **File** menu, click **New**, and then click **Text Message**.



Enter the recipient's e-mail address or mobile phone number in the **To** box. To search for a recipient in an address book, click the **To** button.

Type your message in the message body.

If you want, you can insert emoticons in your message. On the **Text Message** tab, in the **Insert** group, click **Emoticon String**, and then click an emoticon that you want to insert.

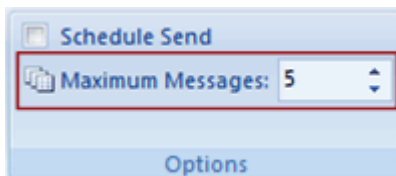


7.2 Specify the maximum number of text messages

Each text message has a default character limit that is specified by the mobile service provider. If you type more characters than this limit in a single text message, then the extra characters are moved automatically to a new message. You can see the total number of messages into which your original message is divided and the contents of each message in the preview pane.

You can specify the maximum number of text messages to send at one time.

On the **Text Message** tab, in the **Options** group, enter the number that you want in the **Maximum Messages** box.



For messages that are divided into more messages than this number, the extra messages are not sent and appear shaded in the preview pane.

7.3 Send a text message

To send a text message that you have created, you need to specify its recipients. You can either choose recipients from one of your address books, or enter them directly into the **To** box of your message.

Enter recipient information.

Do one of the following.

Choose recipients from an address book

On the **Text Message** tab, in the **Names** group, click **Address Book**.

Choose the address book that you want from the drop-down list. You can use any address book, including the **Global Address List (GAL)**, to get your recipient's information.

Select the names that you want and click the **To** button.

TIP You can search for recipient information by typing a name in the **Search** box.

Click **OK**.

Enter recipient names directly

You can enter recipient information directly in the **To** box in one of three formats:


The recipient's mobile phone number.

The recipient's e-mail address

The recipient's last name

If you enter the recipient's names partially, then you can use the AutoComplete feature to complete them before sending the message.

Click **Send**.

After your text message is sent successfully, it appears in the **Sent Items** folder with  next to the subject title to indicate that it is a text message.

NOTE Before you can send a text message, you must have at least one valid recipient in the **To**, **Cc**, or **Bcc** box. In addition, the message body cannot be empty.