

Auto Responders

Auto responders are emails that are automatically generated and sent based on specific criteria. For example, when a new user signs up, they will receive a congratulatory email, with some next steps. Using the power of placeholders, emails can be personalized with detailed information specific to the recipient.

Every campaign comes with a number of auto responders automatically. These are accessible in the admin panel, under Email > Auto Responders. There, administrators can activate and deactivate auto responders, and edit their text. [Click here for more on editing auto responders.](#)

Additionally, administrators can add custom automated emails for limited criteria, including days after registration, amount raised of goal, total amount raised, and number of donations. Adding a custom email is also done in the admin panel, under Email > Auto Responders. [Click here for more on creating automated emails.](#)

The screenshot displays the Admin Panel's 'Auto Responders' section. On the left, a navigation menu includes Home, Donations, People, Admin Users, Email, Settings, Registration Fields, Discount Codes, Site Content, Ticket Builder (Beta), Form Fields (Beta), Reports, and On-Site. The 'Email' section is expanded, showing 'Auto Responders' as the active area. A list of auto responders is shown, with 'Registration Confirmation' checked. A modal window titled 'Template: Registration Confirmation' is open, showing the configuration for this specific responder. The modal includes 'Edit' and 'Test Email' buttons. The configuration details are as follows:

- Template Name:** Registration Confirmation
- Info:** Sent to registrant. Registration confirmation/receipt.
- When registration is done via full/old registration.**
- Disable?**
- Disable Header?**
- Disable Footer?**
- Subject:** {{Org_Campaign.Name}} Registration Confirmation
- Body:** A rich text editor containing the following text:
Dear {{Primary_Registrant.First_Name}}
{{Primary_Registrant.Last_Name}},

Thank you for registering for {{Org_Campaign.Name}}!

Here are the details of your registration:
=====
{{Primary_Registrant.First_Name}}
{{Primary_Registrant.Last_Name}},
{{Address.Address1}} {{Address.Address2}}
{{Address.City}}, {{Address.State}} {{Address.Zip}}

At the bottom of the modal is a 'Save' button. The footer of the admin panel shows 'All times are Pacific (Daylight) Time unless otherwise noted.', 'Page 1 of 1', and 'Per Page: 50'.