

Campaigns

Create a campaign

To add a campaign or search for a campaign, you must click on [the campaigns](#) tab in the blue sidebar. To search for a campaign, you can put the campaign name, start and end date, and the status, is it ready or not ready, started or ended, or canceled, and you can search by typing the contains tag.

Click on Add Campaign to create a new campaign, type the name of the campaign you want to add, give it tags, and it should be noted that you must press enter between one tag and the other. Then select the start and end date by clicking on the calendar, after that select the start time of the campaign by moving the box from the right side as it represents the start hour and the square on the left represents the end time and do not forget that the daily period of the campaign is 12 hours as a maximum, in order to avoid To send annoying messages at the end of the night. When you finish adding new campaign information, click Save.

Edit your campaign by clicking on the pen symbol next to the campaign name, and fill in its content by clicking on Add Message. You will move to a new page. Type the message title in the field assigned to it, and thus the title will appear in bold when sending, and type the content that you want to send in the message content box, and you can send the emoji also by clicking on the face to the left of the message content box.

But if you want a message with a ready-made template, you must click [on the general settings](#) box and write the template you want to follow - explanation in the settings. You can send a multimedia message supported by WhatsApp such as jpg jpeg png gif, audio and music mp3 type mp4, video documents as pdf doc docx xls xlsx ppt pptx csv vcf, You can send a text with one file of each type in a single message.

To send it, press the Select File button to upload. You can send a YouTube video by copying the video link in the field designated for it. You can delete the campaign by clicking on the red trash can.

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