Release Notes

InTouch Follow-Up v5.4

Contents

1 Product Release Information.....3
2 Overview..... **Error! Bookmark not defined.**
3 New Features.....3
4 Enhancements.....4

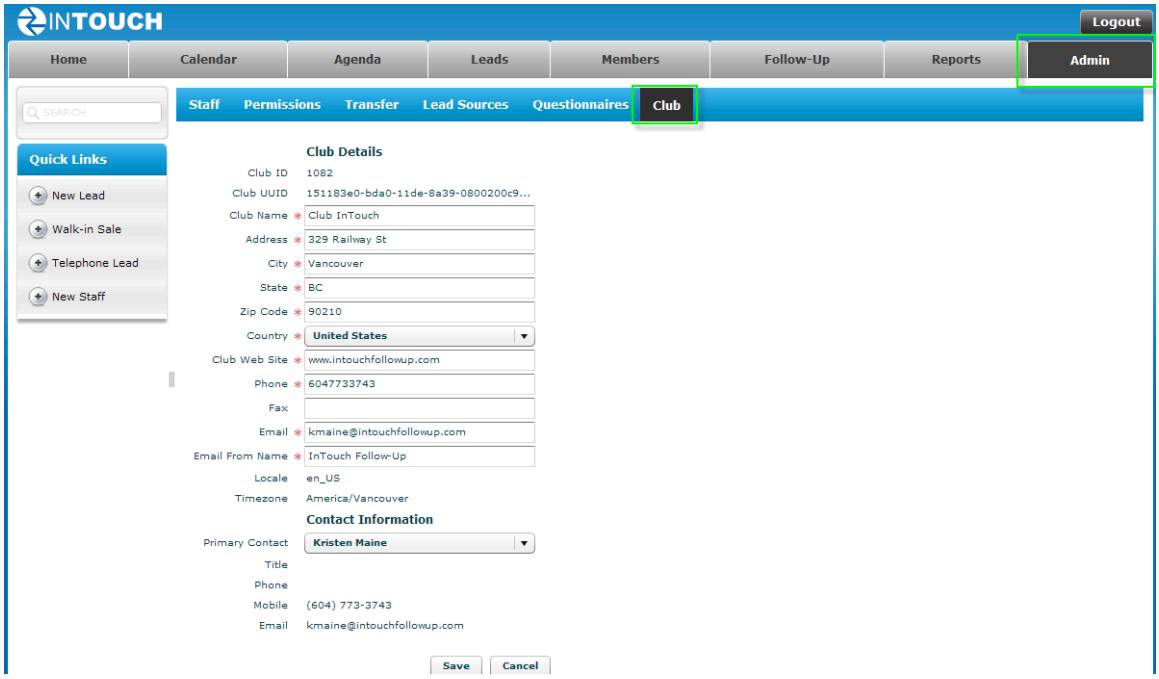
1 Product Release Information

Product	InTouch Follow-Up
Release number	5.4
Release date	
Contact	For more information, please contact customerservice@intouchtechnology.com

2 New Features

2.1 Club Details

Update club information from the Admin tab



Club ID = internal reference number for you club

Club UUID =Unique Identifier, this is used in the WebSite and Facebook applications

Locale = language, set by InTouch

Timezone = set by InTouch

Primary Contact =information pulled from your Staff Roster

3 Enhancements

3.1 Email Templates

Templates have your styling, logo and colors -usually the graphics in the top and bottom banner of your default emails.

You can have multiple Templates:

Master will be your regular logo and colors that you will probably use 99% of the time, however you may also have a Personal Training template that has a different logo.

When you create a New Email, select the template, add content (content is only created once; *you do not need to create PlainText and HTML),* add details.

From Name is defaulted to Club Name entered in Admin-Club Details; however you can select Lead/Member Owner. Each email will show the Staff Member responsible for that Lead /Member.

Email From Address is defaulted to the Club Email entered in Admin-Club Details, however you can select Lead/Member Owner. Each email will show the email address of the Staff Member responsible for that Lead/Member. If the Lead/Member replies it will go back to that Staff Member.

Email Address must be included in Staff Roster details.