

Message Registrants

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Event Admins can send an email message to Event Registrants.

Admins can choose whether to send to All Registrants, Checked In, Not Yet Checked In, Cancelled etc... Admins can choose the subject line and body text. Recipients of the email messages can optionally Opt-Out of emails for that event without opting out of other types of messages.

The screenshot shows the Jilive dashboard interface. On the left is a sidebar with navigation items: Event Dashboard, Registrants, Orders, Messages (highlighted), Registration Questions, Feedback, and Promotion. The main area is titled 'Messages (1234)' and features a 'CREATE MESSAGE' button. Below this is a table with the following data:

DATE	AUDIENCE	RECIPIENTS	SENDER	SUBJECT	
1/1/20 3:23pm	Registered	55	Olesia Koshkina	Venue Change	VIEW MESSAGE
1/1/20 3:23pm	Checked in	38	Alexandra Popereya	Updated event info	VIEW MESSAGE
1/1/20 3:23pm	All Attendees	250	Zainab Amani	Let's celebrate together	VIEW MESSAGE

E-mail Registrants



This feature is intended to provide important updates relating to this event. It is not meant to be used to market to these individuals. Message will be sent from **noreply@jlive.app**.

Choose Audience

All Registrants (123) ▾

All Buyers (18)

All Registrants (123)

Checked In (55)

Not yet Checked In (97)

Cancelled (0)

B

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S

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CANCEL

SEND