

# How to Duplicate and Send a Campaign in FluentCRM

1

Navigate to

<https://verlagshelden.com/wp-admin/admin.php?page=fluentcrm-admin#/>

2

Click "FluentCRM"

WordPress dashboard header with plugins: Verlagshelden, 24, 1, Neu, Fluent Forms, Rank Math SEO, WP Rocket, RunCloud Hub, UpdraftPlus.

Left sidebar menu:

- Dashboard
- FluentCRM**
- Dashboard
- Kontakte
  - Listen
  - Schlüsselwörter
- Kampagnen
  - Recurring Campaigns
  - E-Mail-Sequenzen
  - E-Mail-Vorlagen
- Formulare
- Automatisierungen
- Einstellungen
- Berichte

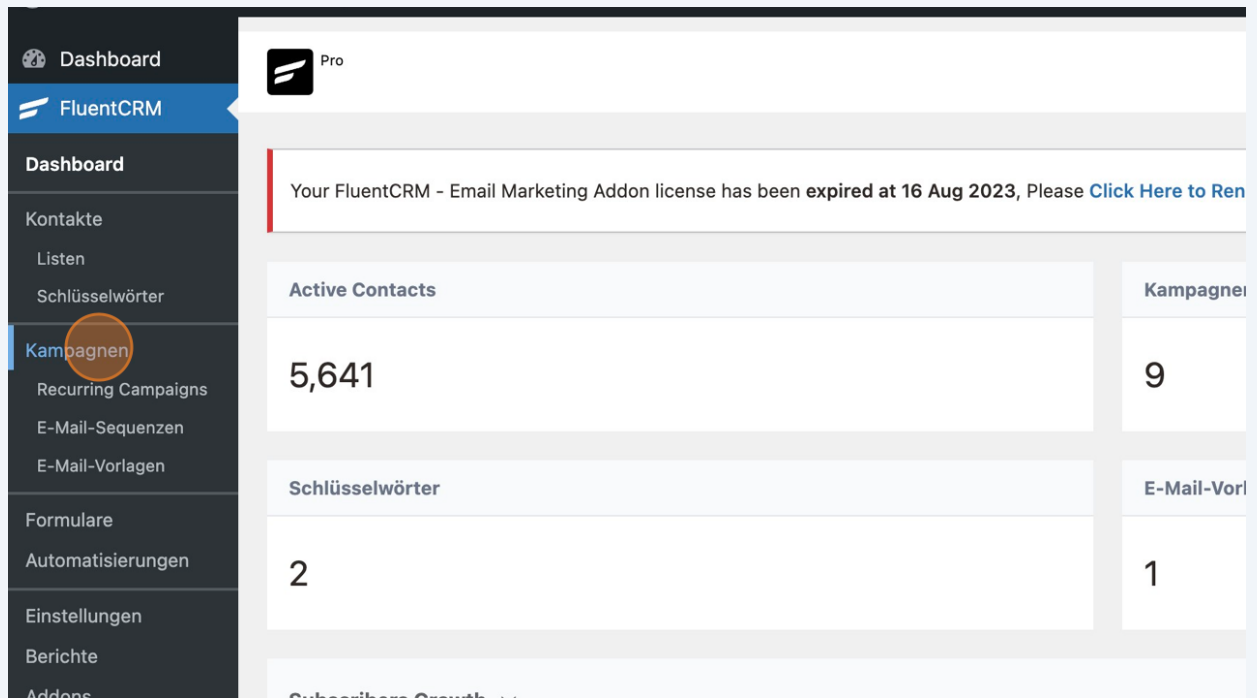
Main content area:

Pro

Your FluentCRM - Email Marketing Addon license has been expired at 16 Aug 2023, Please [Click Here to Renew](#)

Active Contacts	Kampagnen
5,641	9
Schlüsselwörter	E-Mail-Vorl
2	1

### 3 Click "Kampagnen"



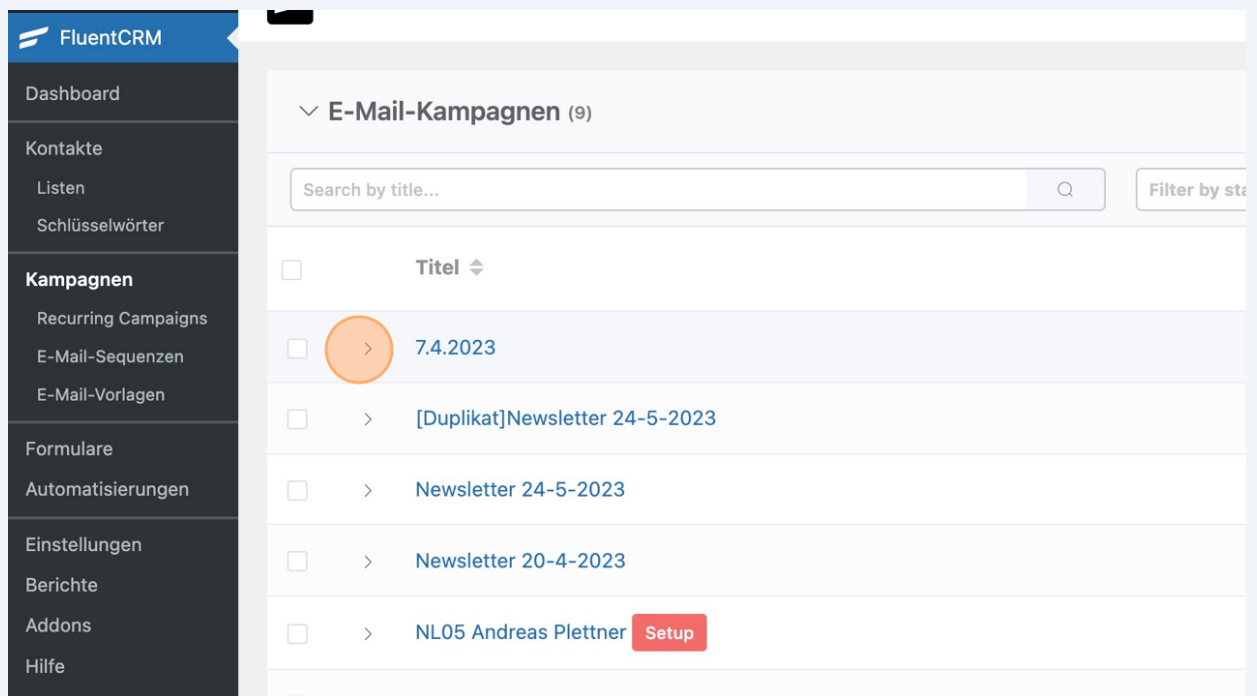
The screenshot shows the FluentCRM dashboard. On the left sidebar, the 'Kampagnen' menu item is highlighted with a blue bar and a magnifying glass. The main content area displays a notification about an expired license and a summary of campaign statistics.

Active Contacts	Kampagnen
5,641	9

Schlüsselwörter	E-Mail-Vorl
2	1

### 4 Click here.



The screenshot shows the 'E-Mail-Kampagnen' list in FluentCRM. The first campaign item, '7.4.2023', is highlighted with a magnifying glass. The list includes a search bar, a filter button, and a table of campaigns.

<input type="checkbox"/>	Titel
<input type="checkbox"/>	7.4.2023
<input type="checkbox"/>	> [Duplikat]Newsletter 24-5-2023
<input type="checkbox"/>	> Newsletter 24-5-2023
<input type="checkbox"/>	> Newsletter 20-4-2023
<input type="checkbox"/>	> NL05 Andreas Plettner <span>Setup</span>

5 Click here.

FluentCRM

Dashboard

Kontakte

Listen

Schlüsselwörter

**Kampagnen**

Recurring Campaigns

E-Mail-Sequenzen

E-Mail-Vorlagen

Formulare

Automatisierungen

Einstellungen

Berichte

Addons

Hilfe

✓ E-Mail-Kampagnen (9)

Search by title...

Filter by status

Titel

7.4.2023

**Quick Stats**

2722 Sent 48.79% Opened 38.10% Clicked 1.73% Abgemeldet

Berichte Duplicate Delete

[Duplikat]Newsletter 24-5-2023

6 Click here.

FluentCRM

Dashboard

Kontakte

Listen

Schlüsselwörter

**Kampagnen**

Recurring Campaigns

E-Mail-Sequenzen

E-Mail-Vorlagen

Formulare

Automatisierungen

Einstellungen

Berichte

Addons

Hilfe

✓ E-Mail-Kampagnen (9)

Search by title...

Filter by status

Titel

7.4.2023

[Duplikat]Newsletter 24-5-2023

Newsletter 24-5-2023

Newsletter 20-4-2023

NL05 Andreas Plettner Setup

7 Click here.

FluentCRM

Dashboard

Kontakte

Listen

Schlüsselwörter

**Kampagnen**

Recurring Campaigns

E-Mail-Sequenzen

E-Mail-Vorlagen

Formulare

Automatisierungen

Einstellungen

Berichte

Addons

Hilfe

▼ E-Mail-Kampagnen (9)

Search by title...

Filter by status

☐ Titel

☐ 7.4.2023

**Quick Stats**

2722 Sent 48.79% Opened 38.10% Clicked 1.73% Abgemeldet

[Berichte](#) [Duplicate](#) [Delete](#)

☐ > [Duplikat]Newsletter 24-5-2023

8 Click here.

FluentCRM

Dashboard

Kontakte

Listen

Schlüsselwörter

**Kampagnen**

Recurring Campaigns

E-Mail-Sequenzen

E-Mail-Vorlagen

Formulare

Automatisierungen

Einstellungen

Berichte

Addons

Hilfe

▼ E-Mail-Kampagnen (9)

Search by title...

Filter by status

☐ Titel

☐ 7.4.2023

☐ > [Duplikat]Newsletter 24-5-2023

☐ > Newsletter 24-5-2023

☐ > Newsletter 20-4-2023

☐ > NL05 Andreas Plettner [Setup](#)



## 9 Click "Duplicate"

The screenshot shows a sidebar on the left with navigation options: Kampagnen, Recurring Campaigns, E-Mail-Sequenzen, E-Mail-Vorlagen, Formulare, Automatisierungen, Einstellungen, Berichte, Addons, Hilfe, Fluent Forms, Beiträge, Medien, and Seiten. The main content area displays a table of campaigns. The first row is titled '7.4.2023' and shows 'Quick Stats' for a campaign: 2722 Sent, 48.79% Opened, 38.10% Clicked, and 1.73% Abgemeldet. Below the stats are three buttons: 'Berichte' (green), 'Duplicate' (orange, highlighted with a circle), and 'Delete' (red). Below the stats table is a list of campaigns with checkboxes and titles: '[Duplikat]Newsletter 24-5-2023', 'Newsletter 24-5-2023', 'Newsletter 20-4-2023', and 'NL05 Andreas Plettner' with a 'Setup' button.

Titel
7.4.2023

**Quick Stats**

Sent	Opened	Clicked	Abgemeldet
2722	48.79%	38.10%	1.73%

[Berichte](#) [Duplicate](#) [Delete](#)

<input type="checkbox"/>	>	[Duplikat]Newsletter 24-5-2023
<input type="checkbox"/>	>	Newsletter 24-5-2023
<input type="checkbox"/>	>	Newsletter 20-4-2023
<input type="checkbox"/>	>	NL05 Andreas Plettner <a href="#">Setup</a>

## 10 Click here.

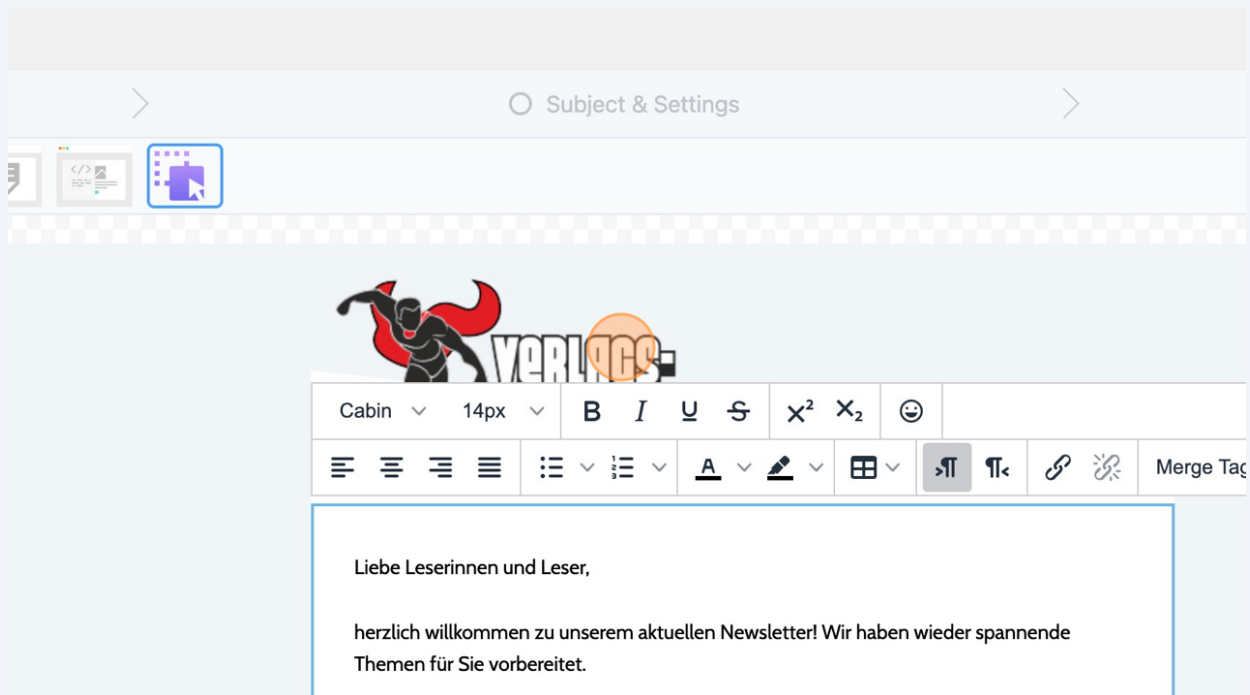
The screenshot shows a newsletter preview. At the top is a navigation bar with a right arrow and a 'Subject & Settings' link. Below the navigation bar is a row of icons representing different content types: image, text, list, code, and a purple icon with a cursor. The main content area features a hero section with a superhero logo and the text 'VERLAGS-HELDEN'. Below the hero section is a text block with the following content:

Liebe Leserinnen und Leser,

herzlich willkommen zu unserem aktuellen Newsletter! Wir haben wieder spanner Themen für Sie vorbereitet.

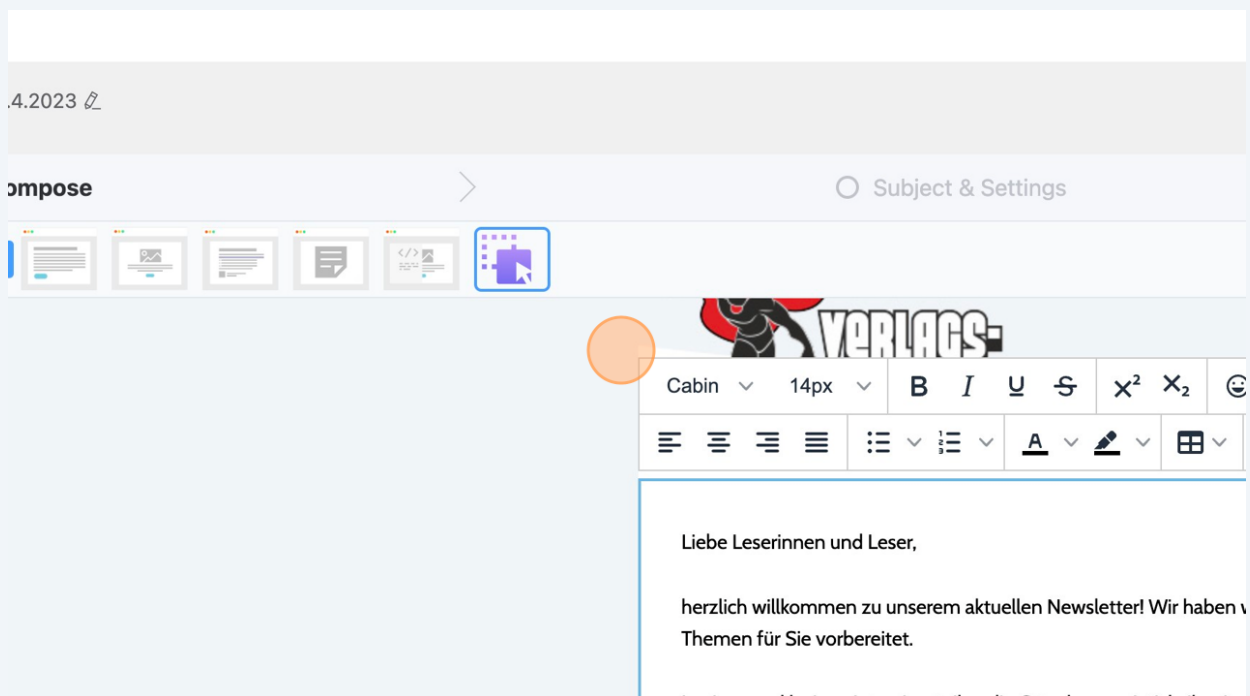
11

Click "In einem exklusiven Interview teilen die Gründer von Artcly ihre inspirierende Geschichte und ihre Vision, den Zugang zu qualitativem Journalis..."



12

Click "In einem exklusiven Interview teilen die Gründer von Artcly ihre inspirierende Geschichte und ihre Vision, den Zugang zu qualitativem Journalis..."



### 13 Click "Liebe Leserinnen und Leser,"

ent Forms Rank Math SEO WP Rocket RunCloud Hub UpdraftPlus

uplikat]7.4.2023

Compose Subject & Settings

xt

Cabin 14px B I U S x²

≡ ≡ ≡ ≡ ≡ ≡ ≡ ≡

Liebe Leserinnen und Leser,

herzlich willkommen zu unserem aktuellen Newsletter!

### 14 Click here.

und ihre Vision, den Zugang zu qualitativem Journalismus zu revolutionieren.

Zudem bieten wir Ihnen die Möglichkeit, Werbung in unseren Newslettern zu schalten. Besuchen Sie den Link, um mehr darüber zu erfahren.

Entdecken Sie unsere Auswahl der Top B2C Apps für Medienliebhaber und lassen Sie sich von ihnen inspirieren.

Unser HR-Experte beantwortet die häufigsten Fragen zum Thema HR im Verlagswesen und gibt Ihnen wertvolle Tipps zur Verbesserung Ihrer Praktiken.

Wir wünschen Ihnen eine informative und inspirierende Lektüre!

Mit freundlichen Grüßen  
Das Team von DIGISALE und Verlagshelden

Das sind die Themen

## 15 Click "○ Interview mit den Gründern von Articy"



und ihre Vision, den Zugang zu qualitativem Journalismus zu revolutionieren.

Zudem bieten wir Ihnen die Möglichkeit, Werbung in unseren Newslettern zu schalten.  
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Mit freundlichen Grüßen  
Das Team von DIGISALE und Verlagshelden



## 16 Click here.

Wir wünschen Ihnen eine informative und inspirierende Lektüre!

Mit freundlichen Grüßen  
Das Team von DIGISALE und Verlagshelden

### Das sind die Themen

- Interview mit den Gründern von Articy
- Expertentipps: Die wichtigsten Fragen unserer Kunden vom I beantwortet!
- Unsere Empfehlung: B2C-Apps für Medienliebhaber

Die beiden Geschäftsführer von „Articy“

17 Click here.

Das Team von DIGISALE und Verlagshelden

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**Das sind die Themen**

- Interview mit den Gründern von Artcly
- Expertentipps: Die wichtigsten Fragen unserer Kunden vom **HR-Experten** beantwortet!
- Unsere Empfehlung: B2C-Apps für Medienliebhaber

---

Die beiden Geschäftsführer von „Artcly“

**Interview mit Wolf Weimer und Lukas Pätzmann**

---

Willkommen zum Interview mit den

18 Click here.

**Das sind die Themen**

- Interview mit den Gründern von Artcly
- Expertentipps: Die wichtigsten Fragen unserer Kunden vom HR-Experten beantwortet!
- Unsere Empfehlung: B2C-Apps für Medienliebhaber

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Die beiden Geschäftsführer von „Artcly“

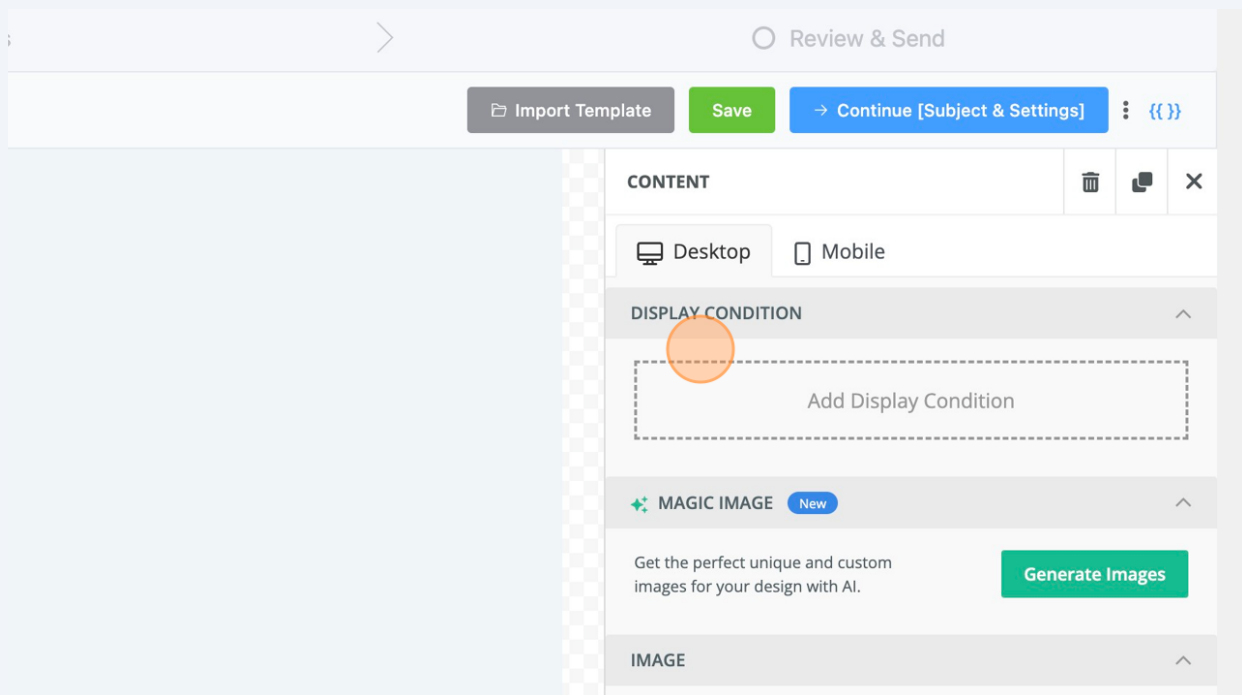
**Interview mit Wolf Weimer und Lukas Pätzmann**

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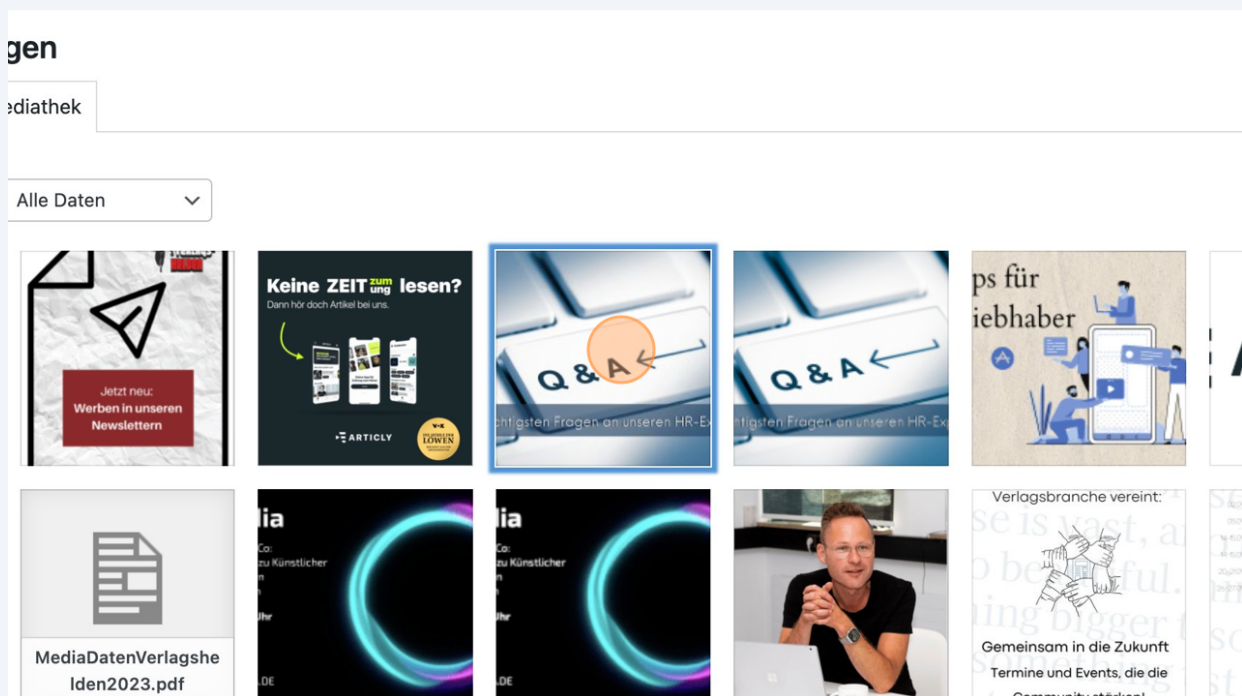
Willkommen zum Interview mit den Gründern von Artcly, Wolf Weimer

**Keine ZEIT zum lesen?**

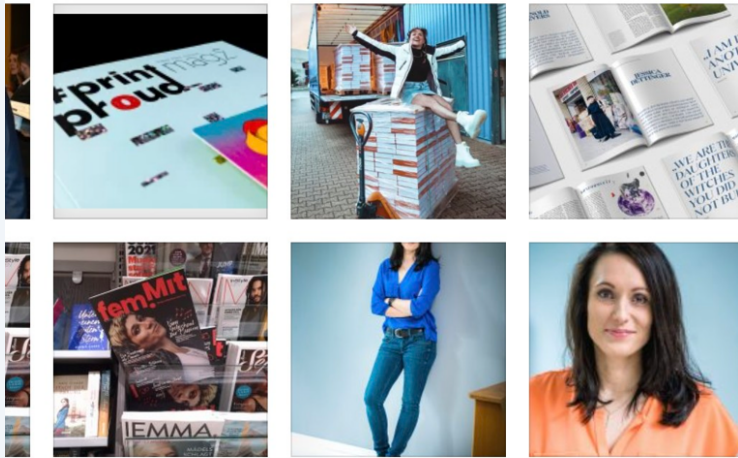
## 19 Click "Upload Image"



## 20 Click here.



## 21 Click here.



Erforderliche Felder sind mit \* markiert

☐ Diesen Anhang von der Sitemap ausschließen

### ANZEIGE-EINSTELLUNGEN FÜR ANHÄNGE

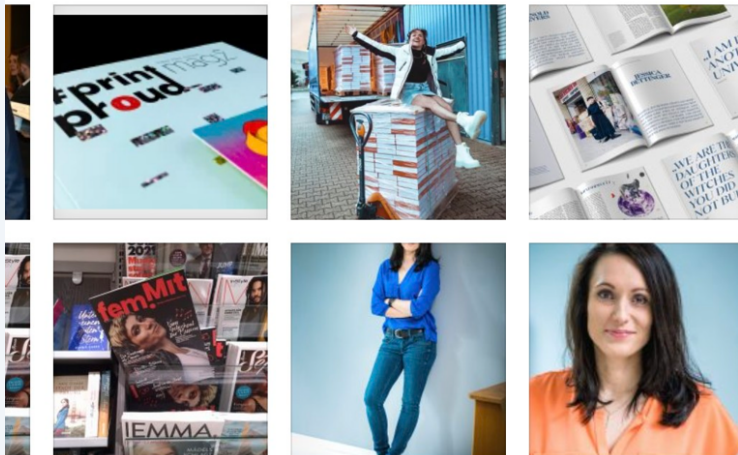
Ausrichtung

Link zur

Größe

In den Beitrag einfügen

## 22 Click "In den Beitrag einfügen"



Erforderliche Felder sind mit \* markiert

☐ Diesen Anhang von der Sitemap ausschließen

### ANZEIGE-EINSTELLUNGEN FÜR ANHÄNGE

Ausrichtung

Link zur

Größe

In den Beitrag einfügen





23 Click here.

INTERVIEW MIT WOLF WEIMER UND LUKAS PÄTZMANN

Willkommen zum Interview mit den Gründern von Artcly, Wolf Weimer und Lukas Pätzmann. Artcly ist ein innovatives Start-up-Unternehmen aus München, das eine Plattform für vertonte Artikel aus renommierten Medienmarken anbietet. In diesem Interview sprechen Wolf und Lukas über ihre Hintergründe, das Wachstum ihres Unternehmens, ihre Erfahrungen bei "Die Höhle der Löwen" und die Vorteile, die Artcly sowohl für Nutzer als auch für Verlage bietet.

Darüber hinaus geben sie Einblicke in ihre Zusammenarbeit mit Carsten Maschmeyer und ihre Einschätzungen zur Entwicklung von hochwertigem Content in der Verlagsbranche. Erfahren Sie mehr über die spannende Reise von Artcly und die Vision der Gründer, den Zugang zu qualitativem Journalismus zu revolutionieren.



24 Click this url field.

Desktop Mobile

DISPLAY CONDITION

Add Display Condition

SMART BUTTONS New

**Smart Buttons**

Get AI based suggestions for your buttons in any tone you want.

[Claim Your Coupon](#)

[Learn More](#)

[See the Magic](#)

ACTION

Action Type [Open Website](#)

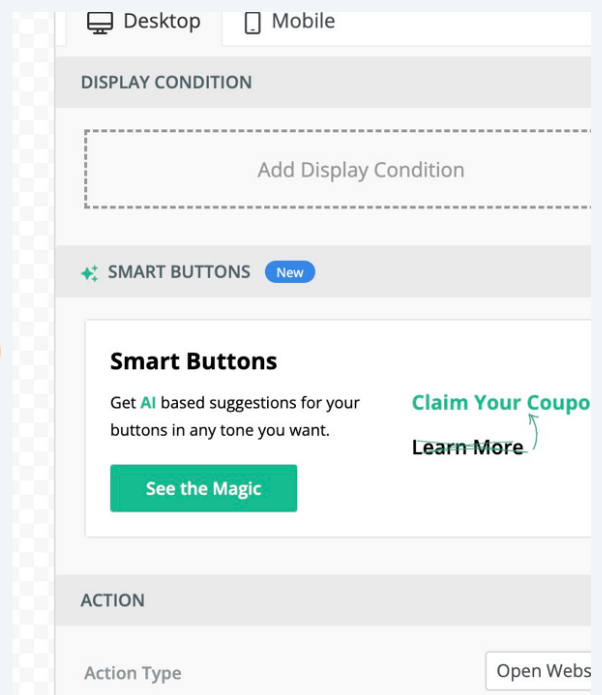


25 Click here.

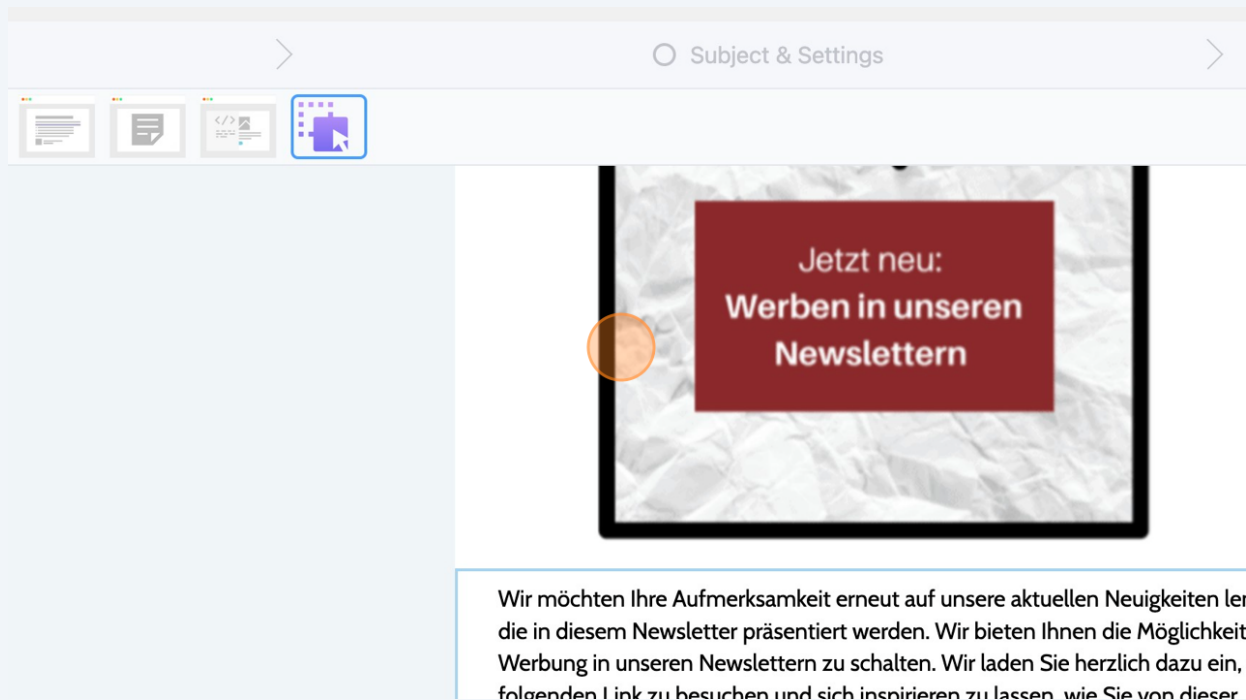


Wir möchten Ihre Aufmerksamkeit erneut auf unsere aktuellen Neuigkeiten lenken, die in diesem Newsletter präsentiert werden. Wir bieten Ihnen die Möglichkeit, Werbung in unseren Newslettern zu schalten. Wir laden Sie herzlich dazu ein, den folgenden Link zu besuchen und sich inspirieren zu lassen, wie Sie von dieser aufregenden Gelegenheit profitieren können. Wir freuen uns sehr auf eine produktive Zusammenarbeit mit Ihnen.

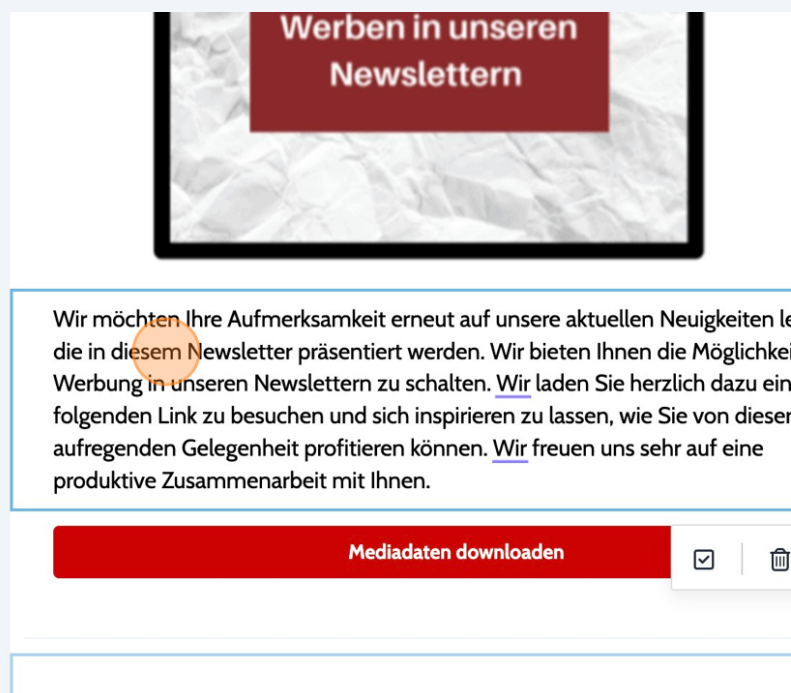
26 Click this url field.



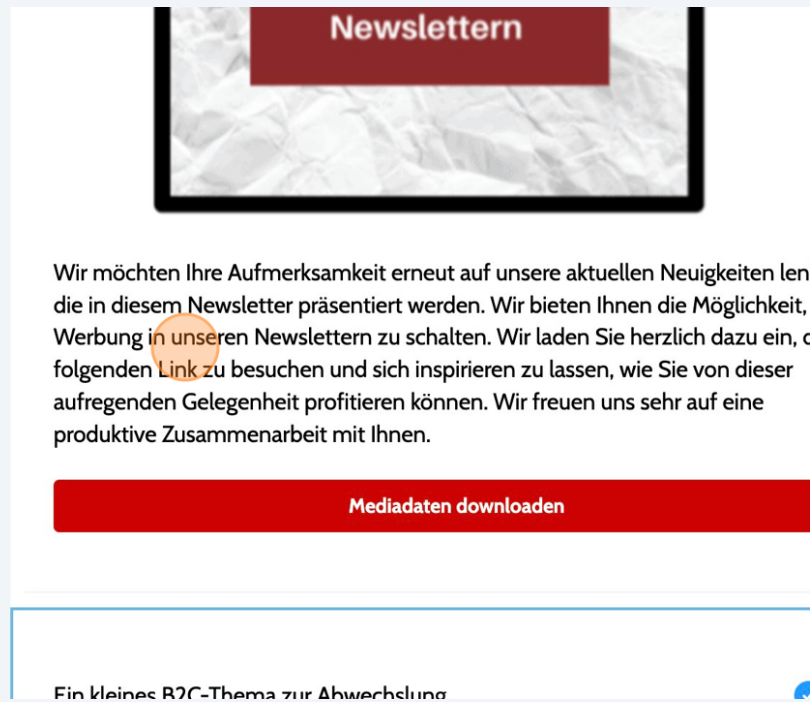
27 Click here.



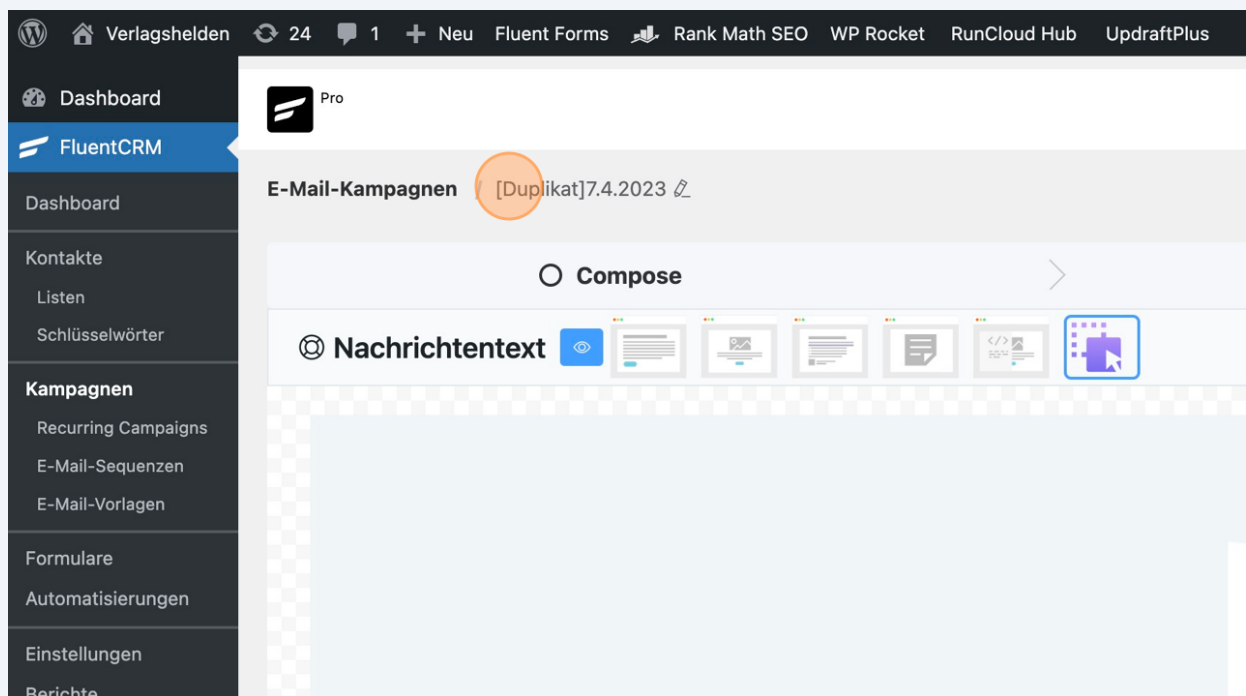
28 Click here.



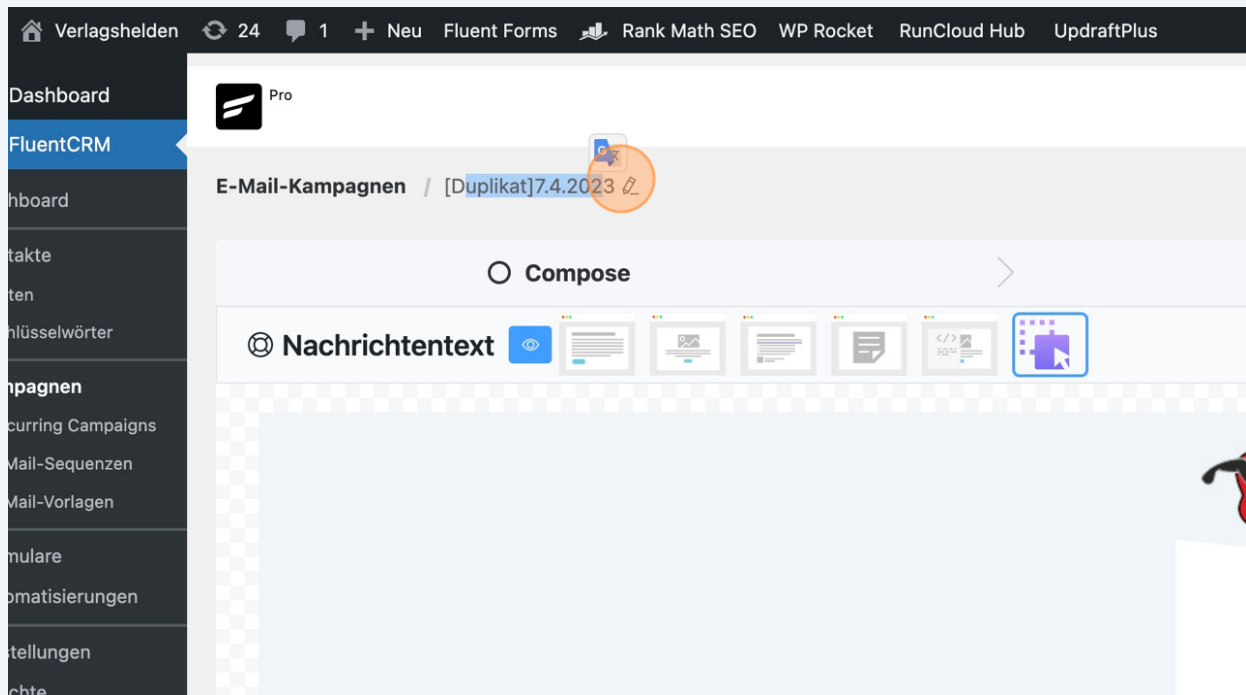
29 Click here.



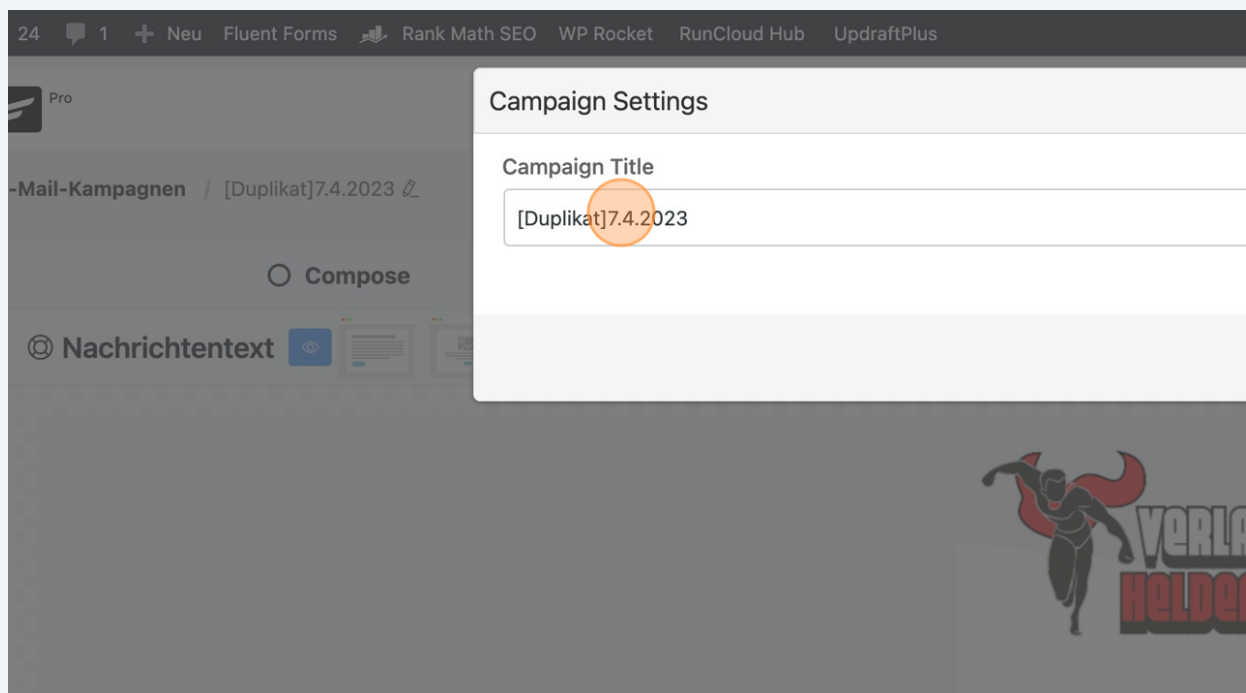
30 Click "[Duplikat]7.4.2023"



31 Click here.

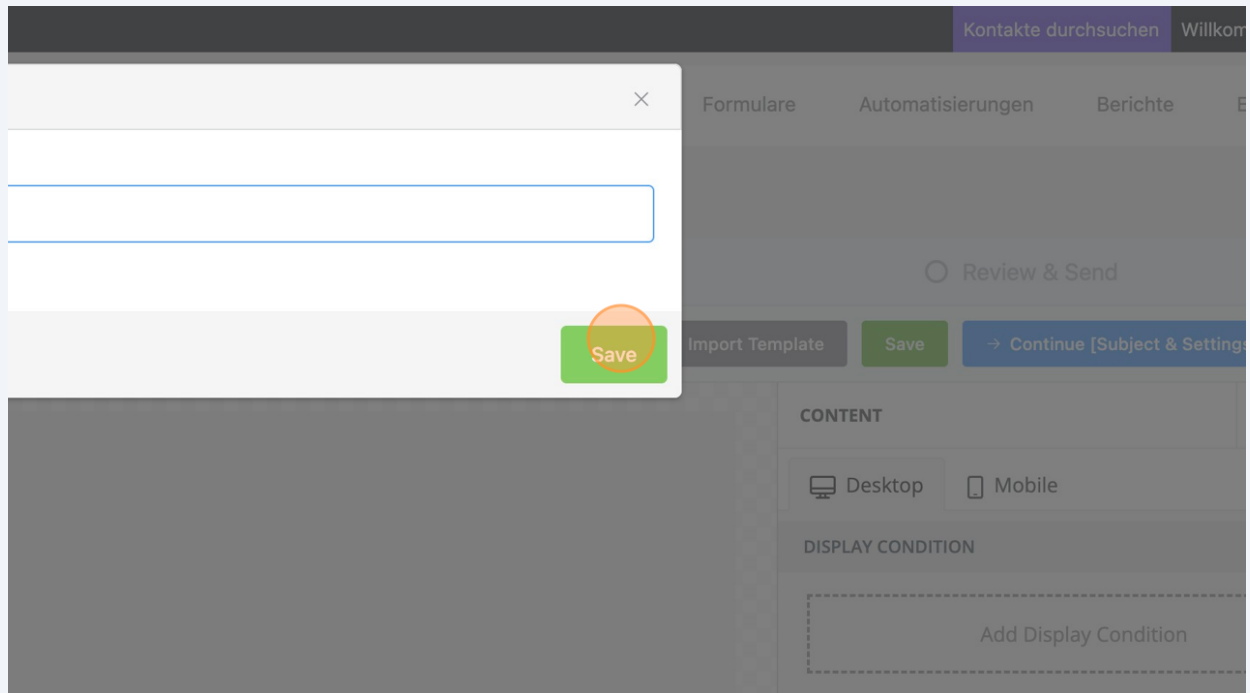


32 Double-click the "Internal Campaign Title" field.

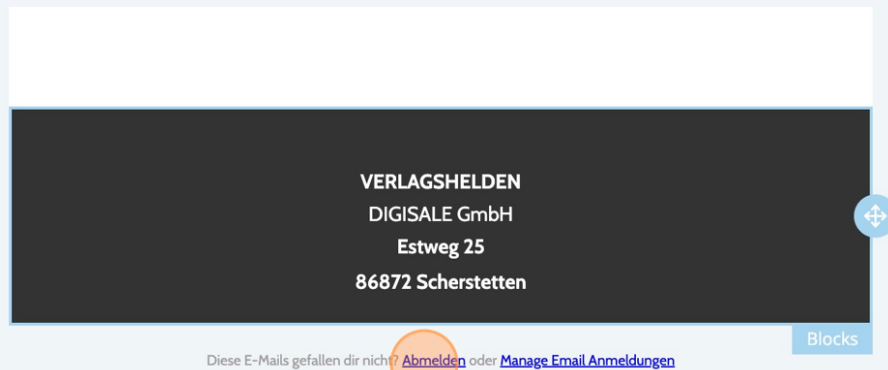


**33** Type "VideoNewsletter"

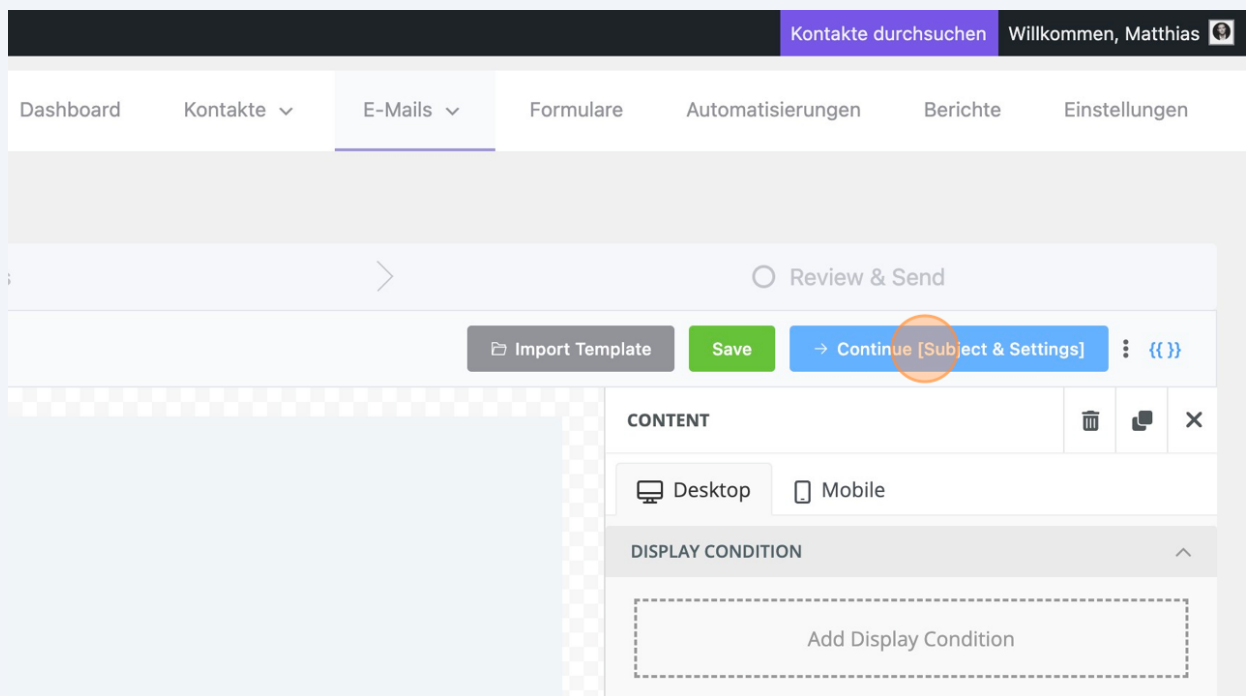
**34** Click "Save"



35 Click here.



36 Click "Continue [Subject & Settings]"



**37** Double-click the "Email Subject" field.

> ○ Subject & Settings >

E-Mail Betreff

🔥 Neuigkeiten und Inspiration im aktuellen Newsletter: Exklusives Interview r

☐ Enable A/B testing for email subjects

Email Pre-Header

Email Pre-Header

☐ Set Custom From Name and Email

**38** Click "Continue To Next Step [Recipients]"

Left

Right

Continue To Next Step [Recipients]

39 Click here.

### Select custom contacts by advanced filters

Activities / Zuletzt geöffnete E-Mail

before

2023-07-06

+ Add

Add new filter to narrow down your contacts based on different properties

+ OR

Filter

Clear Filters

1374

 contacts found based on your selection

[back](#)

Continue To Next Step [Review and Send]

40 Click "OR"

### Select custom contacts by advanced filters

Activities / Zuletzt geöffnete E-Mail

before

2023-07-06

+ Add

Add new filter to narrow down your contacts based on different properties

+ OR

Filter

Clear Filters

1374

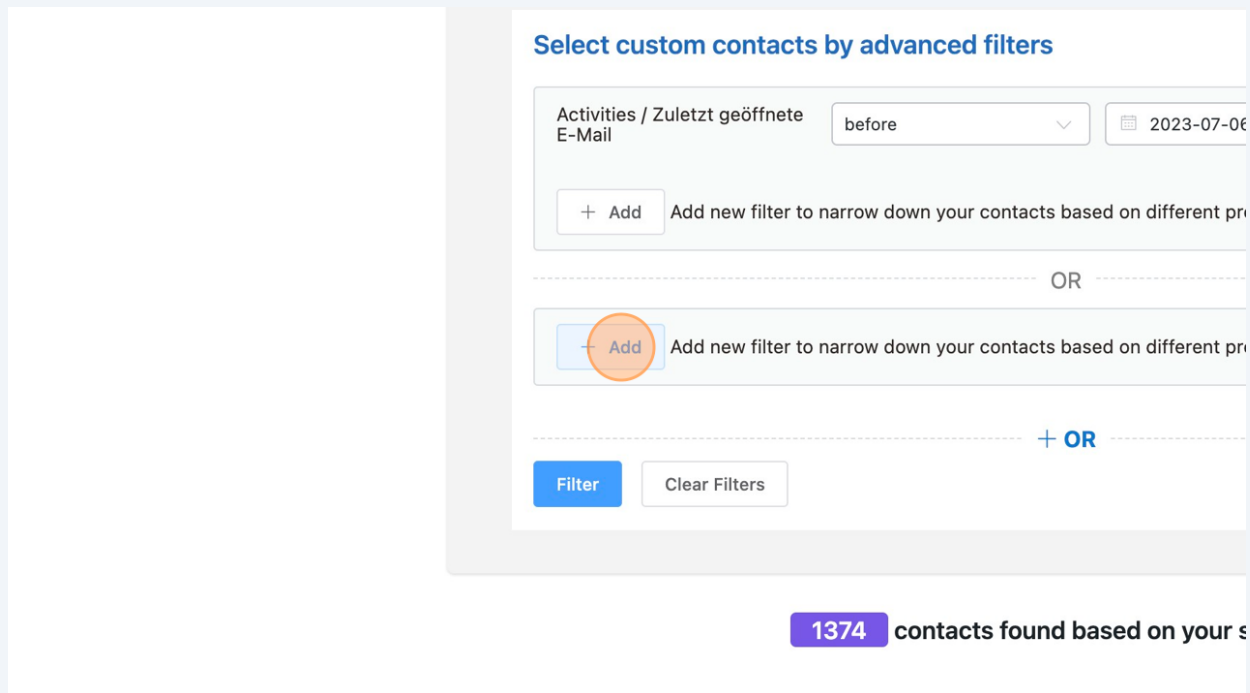
 contacts found based on your selection

[back](#)

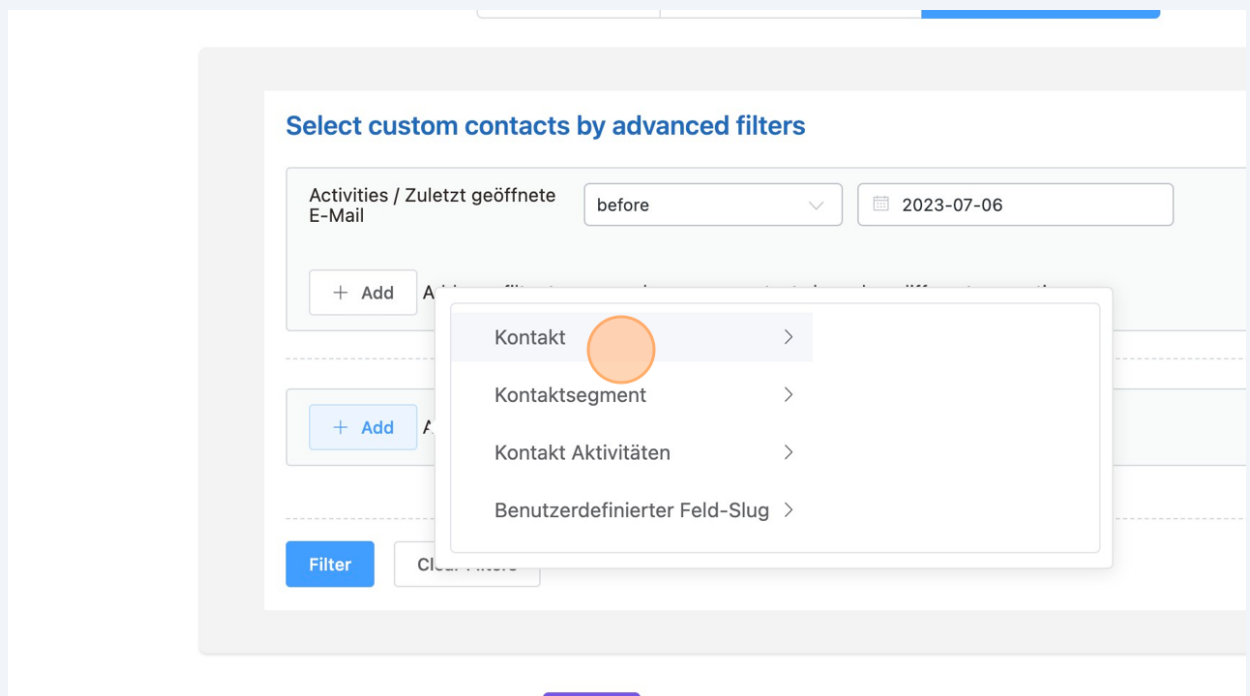
Continue To Next Step [Review and Send]



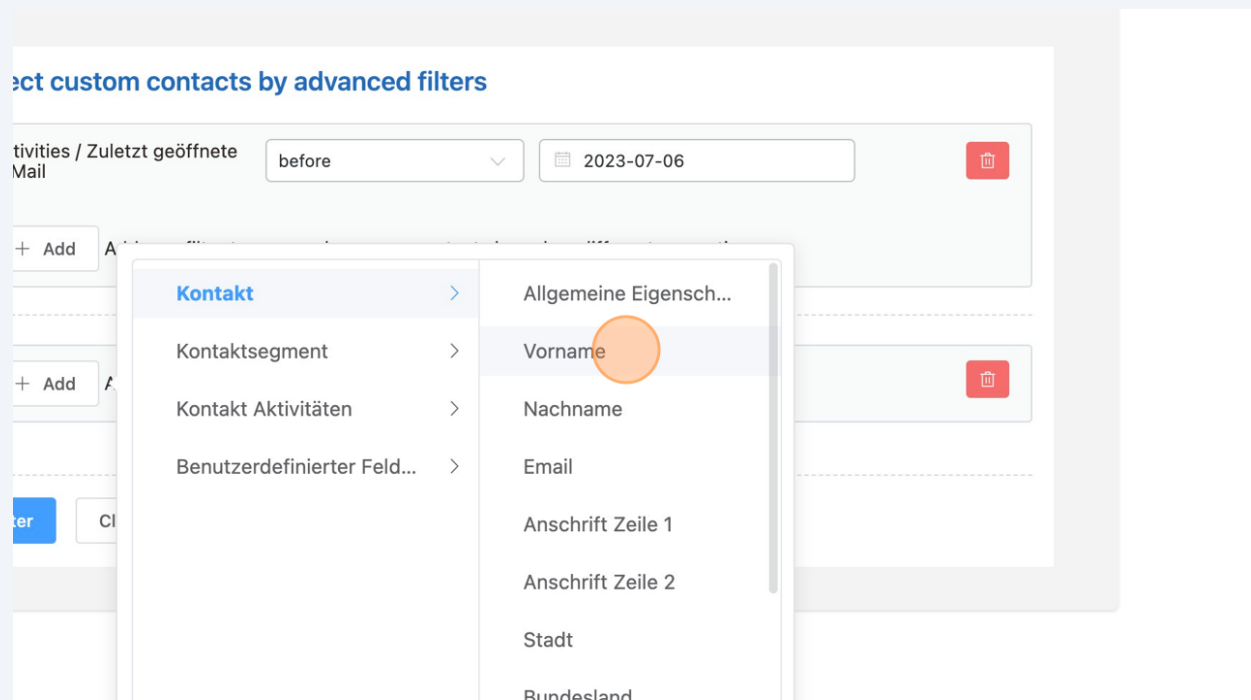
41 Click "Add"



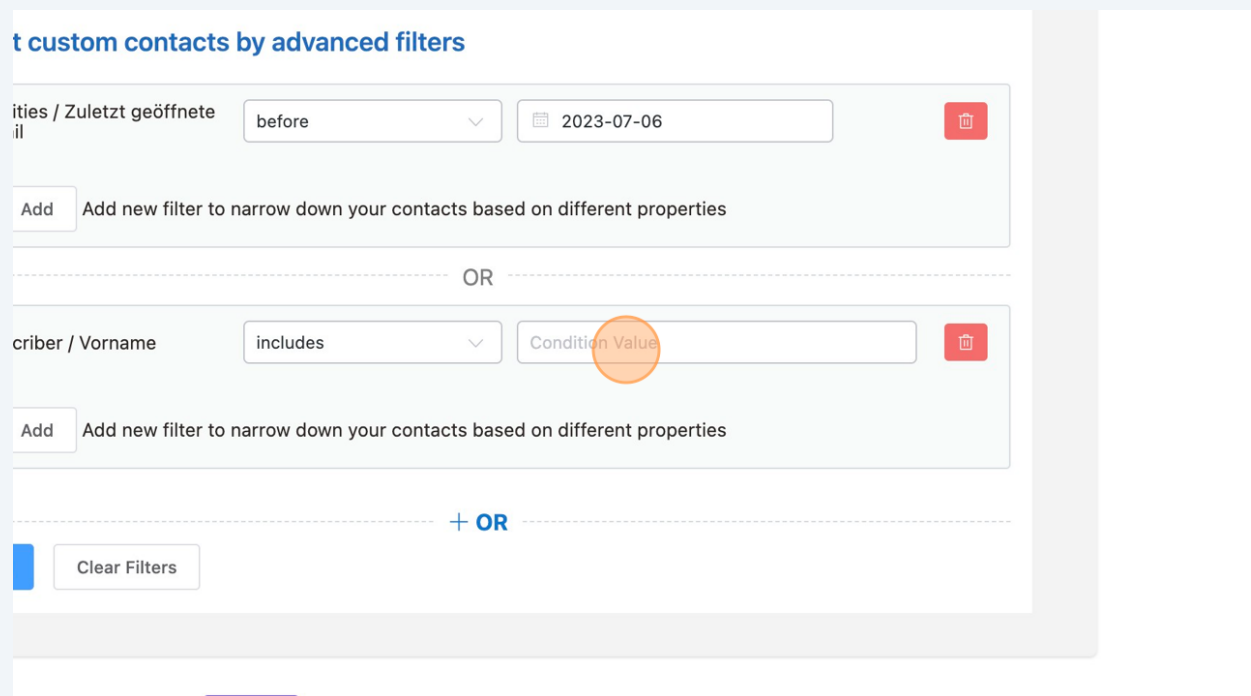
42 Click "Kontakt"



#### 43 Click "Vorname"



#### 44 Click the "Condition Value" field.



45 Type "1"

46 Click here.

OR

1

or contacts based on different properties

+ OR

OR


cts found based on your selection

Continue To Next Step [Review and Send]


47 Click here.

Filter your contacts based on different properties

OR

es  

Filter your contacts based on different properties

+ OR 


contacts found based on your selection

[Continue To Next Step \[Review and Send\]](#)


48 Click here.

Filter your contacts based on different properties

OR

es  

Filter your contacts based on different properties

+ OR 

contacts found based on your selection

[Continue To Next Step \[Review and Send\]](#)

## 49 Click "OR"

**Select custom contacts by advanced filters**

Activities / Zuletzt geöffnete E-Mail

before

2023-07-06

+ Add Add new filter to narrow down your contacts based on different properties

OR

Subscriber / Vorname

includes

1

+ Add Add new filter to narrow down your contacts based on different properties

+ OR

Filter Clear Filters

## 50 Click "OR"

**Select custom contacts by advanced filters**

Activities / Zuletzt geöffnete E-Mail

before

2023-07-06

+ Add Add new filter to narrow down your contacts based on different properties

OR

Subscriber / Vorname

includes

1

+ Add Add new filter to narrow down your contacts based on different properties

+ OR

Filter Clear Filters

## 51 Click "Add"

Activities / Zuletzt geöffnete E-Mail before 2023-07-06

+ Add Add new filter to narrow down your contacts based on different properties

OR

Subscriber / Vorname includes 1

+ Add Add new filter to narrow down your contacts based on different properties

+ OR

Filter Clear Filters

1374 contacts found based on your selection

## 52 Click here.

Narrow down your contacts based on different properties

OR

Segment >

Segment >

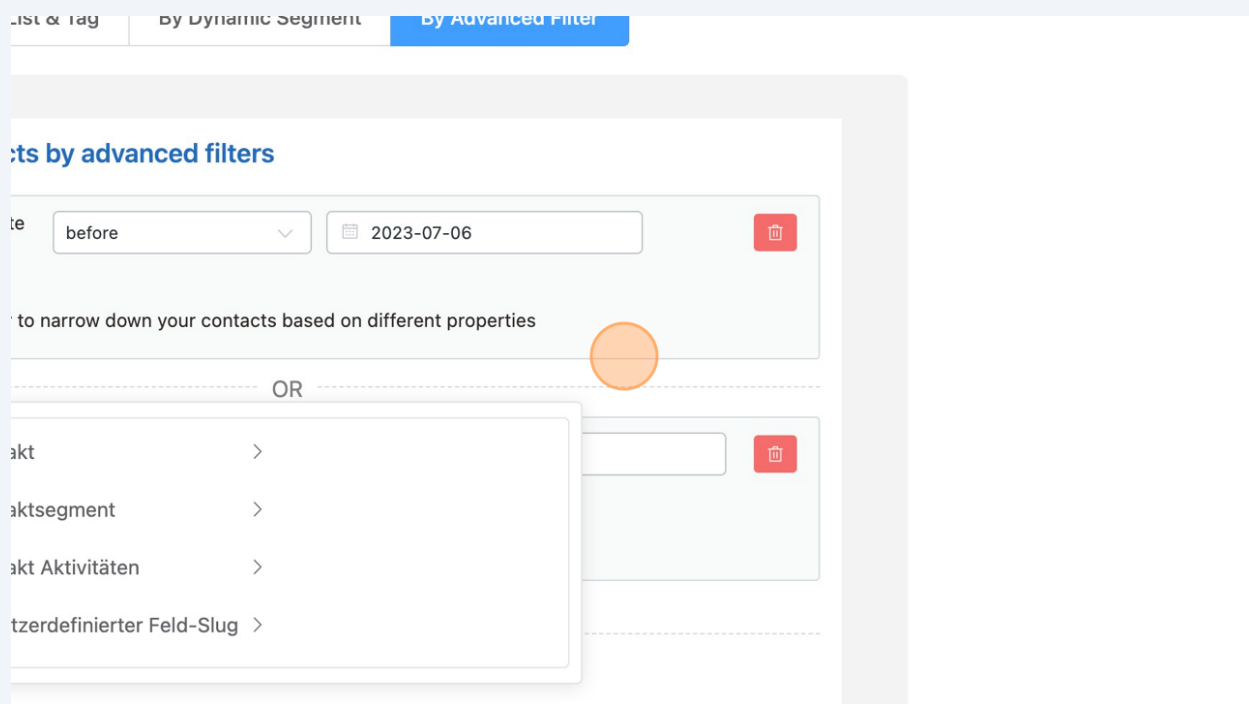
Aktivitäten >

definierter Feld-Slug >

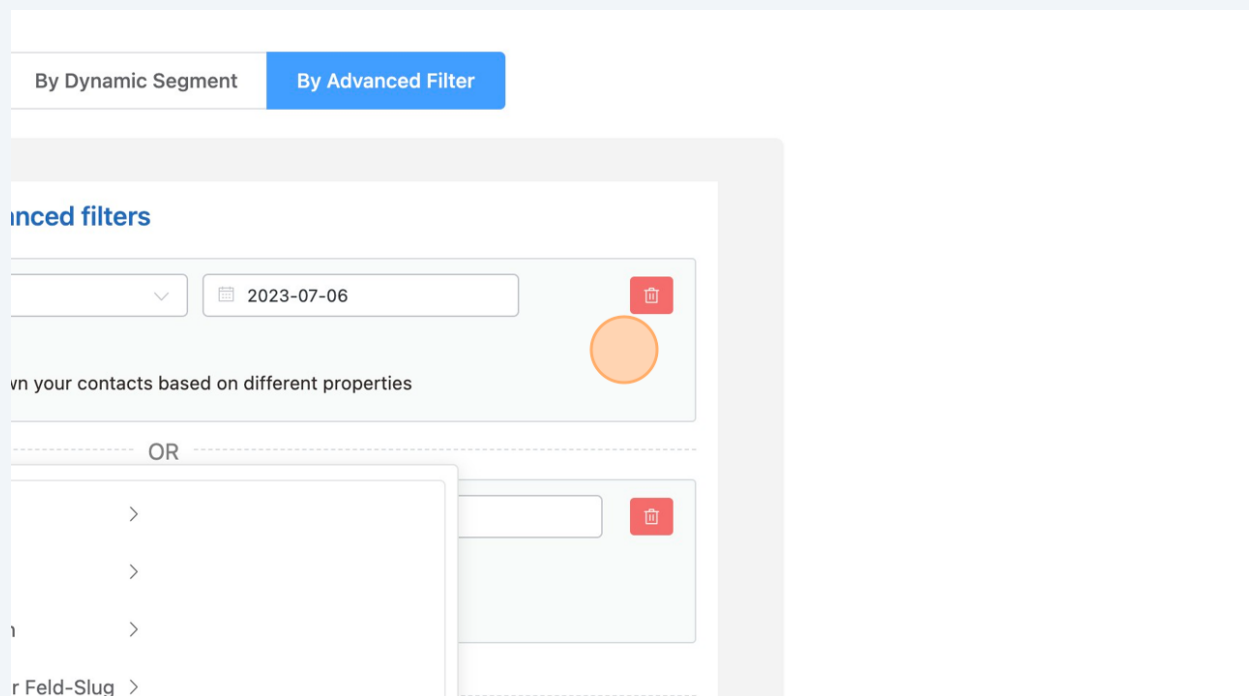
1374 contacts found based on your selection

Continue To Next Step [Review and Send]

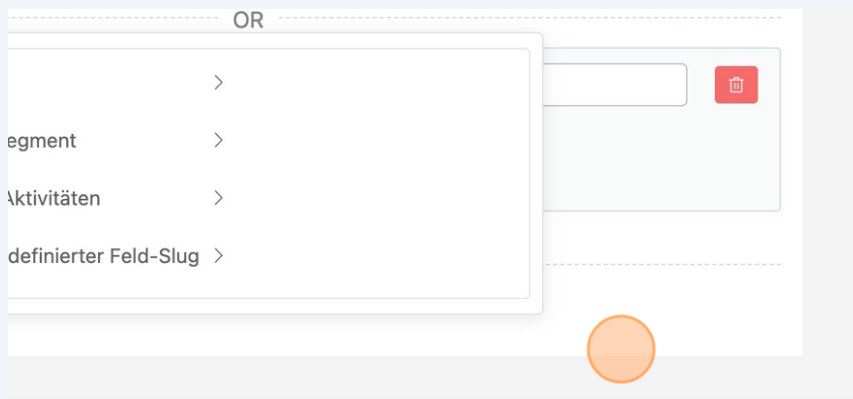
53 Click here.



54 Click here.



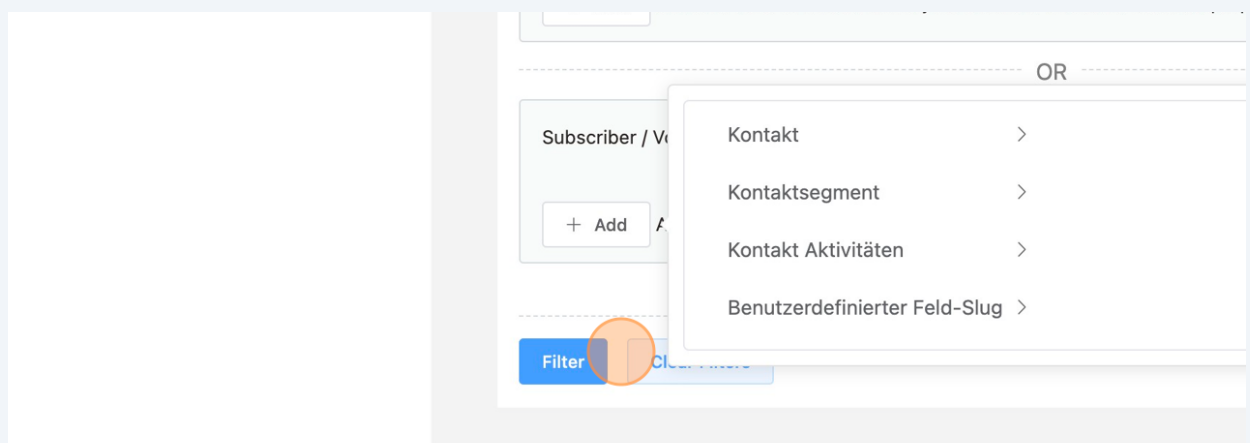
55 Click here.



1374 contacts found based on your selection

Continue To Next Step [Review and Send]

56 Click "Clear Filters"



1374 contacts found based on your selection

[Back](#)



57 Click here.

Select custom contacts by advanced filters

Activities / Zuletzt geöffnete E-Mail before 2023-07-06

+ Add Add new filter to narrow down your contacts based on different properties

OR

Subscriber / V

+ Add

Kontakt >

Kontaktsegment >

Kontakt Aktivitäten >

Benutzerdefinierter Feld-Slug >

Filter

58 Click "Filter"

OR

Subscriber / V

+ Add

Kontakt >

Kontaktsegment >

Kontakt Aktivitäten >

Benutzerdefinierter Feld-Slug >

Filter

1374 contacts found based on you

Back

59 Click "Continue To Next Step [Review and Send]"

tzerdefinierter Feld-Slug >

1374 contacts found based on your selection

Continue To Next Step [Review and Send]

60 Click here.

and Send]

✖ Oops!

Please select the filters

✖

2.0.0.1 & 2.0.0

## 61 Click "Kontakt"

**Select custom contacts by advanced filters**

Activities / Zuletzt geöffnete E-Mail before 2023-07-06

+ Add Add new filter to narrow down your contacts based on different properties

OR

Subscriber / V

+ Add A

Filter

Close

- Kontakt
- Kontaktsegment
- Kontakt Aktivitäten
- Benutzerdefinierter Feld-Slug

## 62 Click "Allgemeine Eigenschaften"

**Select custom contacts by advanced filters**

Activities / Zuletzt geöffnete E-Mail before 2023-07-06

+ Add Add new filter to narrow down your contacts based on different properties

OR

Subscriber / V

+ Add A

Filter

Close

- Kontakt**
- Kontaktsegment
- Kontakt Aktivitäten
- Benutzerdefinierter Feld...

- Allgemeine Eigensch...
- Vorname
- Nachname
- Email
- Anschrift Zeile 1
- Anschrift Zeile 2
- Stadt

63 Click here.

Recipients

By Dynamic Segment By Advanced Filter

Advanced filters

2023-07-06

your contacts based on different properties

OR

1

Condition Value

64 Click here.

Condition Value

based on different properties

OR

d based on your selection



Continue To Next Step [Review and Send]


65 Click the "Condition Value" field.

Subject Settings / recipients

By List & Tag By Dynamic Segment **By Advanced Filter**

### Select custom contacts by advanced filters

Subscriber / Vorname	includes	1	
Subscriber / Allgemeine Eigenschaften	includes	Condition Value	

 Add new filter to narrow down your contacts based on different properties

+ OR



Clear Filters


66 Click the "Select Operator" field.

Subject Settings / recipients

By List & Tag By Dynamic Segment **By Advanced Filter**

### Select custom contacts by advanced filters

Subscriber / Vorname	includes	1	
Subscriber / Allgemeine Eigenschaften	includes	Condition Value	

 Add new filter to narrow down your contacts based on different properties



+ OR

Filter Clear Filters

## 67 Click "equal"

By List & Tag By Dynamic Segment **By Advanced Filter**

### Select custom contacts by advanced filters

Subscriber / Vorname	includes	1	
Subscriber / Allgemeine Eigenschaften	equal	Condition Value	

+ Add Add new filter to narrow down your contacts based on different properties



**Filter** Clear Filters

4974 contacts found based on your selection

## 68 Click the "Condition Value" field.

By List & Tag By Dynamic Segment **By Advanced Filter**

### Select custom contacts by advanced filters

Vorname	equal	1	
Allgemeine Eigenschaften	includes	Condition Value	

+ Add Add new filter to narrow down your contacts based on different properties

+ OR

Clear Filters

69 Click the "Select Operator" field.

By List & Tag By Dynamic Segment **By Advanced Filter**

### Select custom contacts by advanced filters

Subscriber / Vorname	equal	1	
Subscriber / Allgemeine Eigenschaften	includes	Condition Value	

**+ Add** Add new filter to narrow down your contacts based on different properties

+ OR

**Filter** Clear Filters

70 Click this button.

By Dynamic Segment **By Advanced Filter**

### Select custom contacts by advanced filters

		1	
		Condition Value	

**+ Add** Add new filter to narrow down your contacts based on different properties

+ OR

**Filter** Clear Filters

equal

includes

71 Click here.

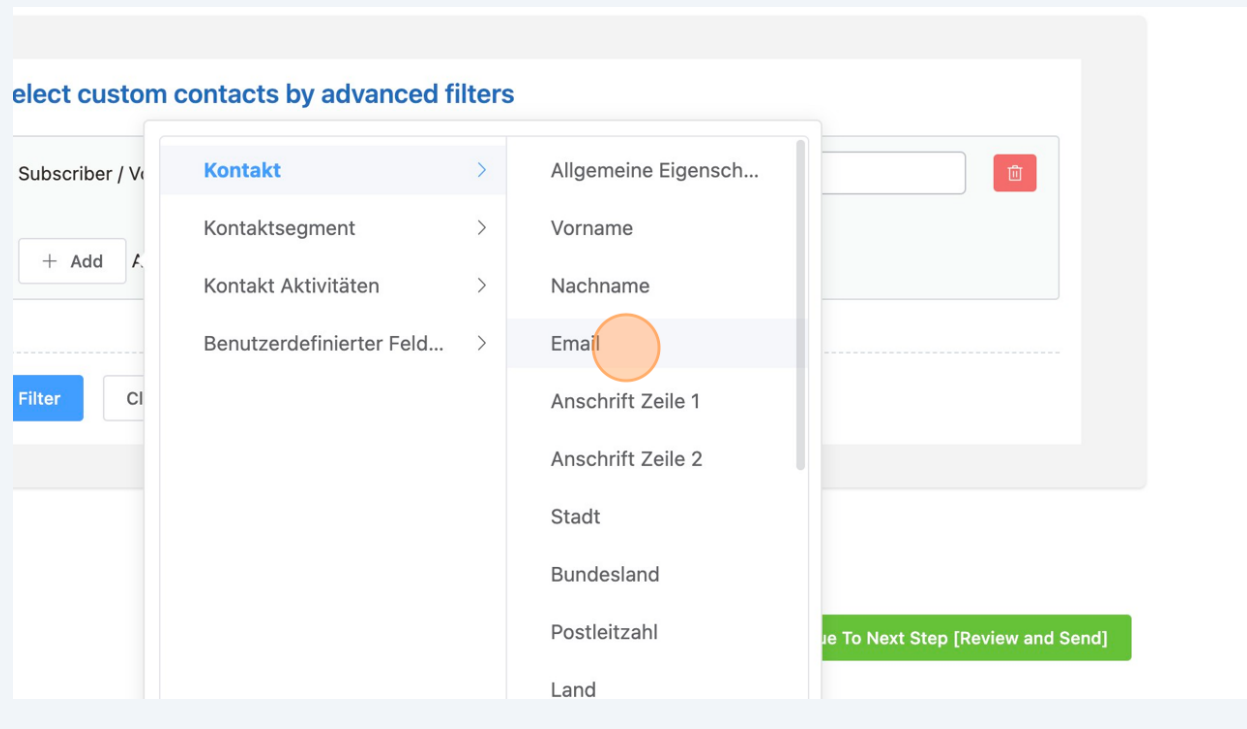
The screenshot shows a web interface for selecting custom contacts. At the top, there are three tabs: "By List & Tag", "By Dynamic Segment", and "By Advanced Filter" (which is highlighted in blue). Below the tabs is a modal titled "Select custom contacts by advanced filters". Inside the modal, there is a filter rule: "Subscriber / Vorname" with a dropdown menu set to "equal" and a value of "1". Below this, there is a blue button with a plus sign and the text "+ Add", followed by the text "Add new filter to narrow down your contacts based on differer". Below the filter rule, there is a dashed line with the text "+ OR" to its right. At the bottom of the modal, there are two buttons: "Filter" (in blue) and "Clear Filters" (in white). Below the modal, there is a purple badge with the number "1374" followed by the text "contacts found based on yo".

72 Click "Kontakt"

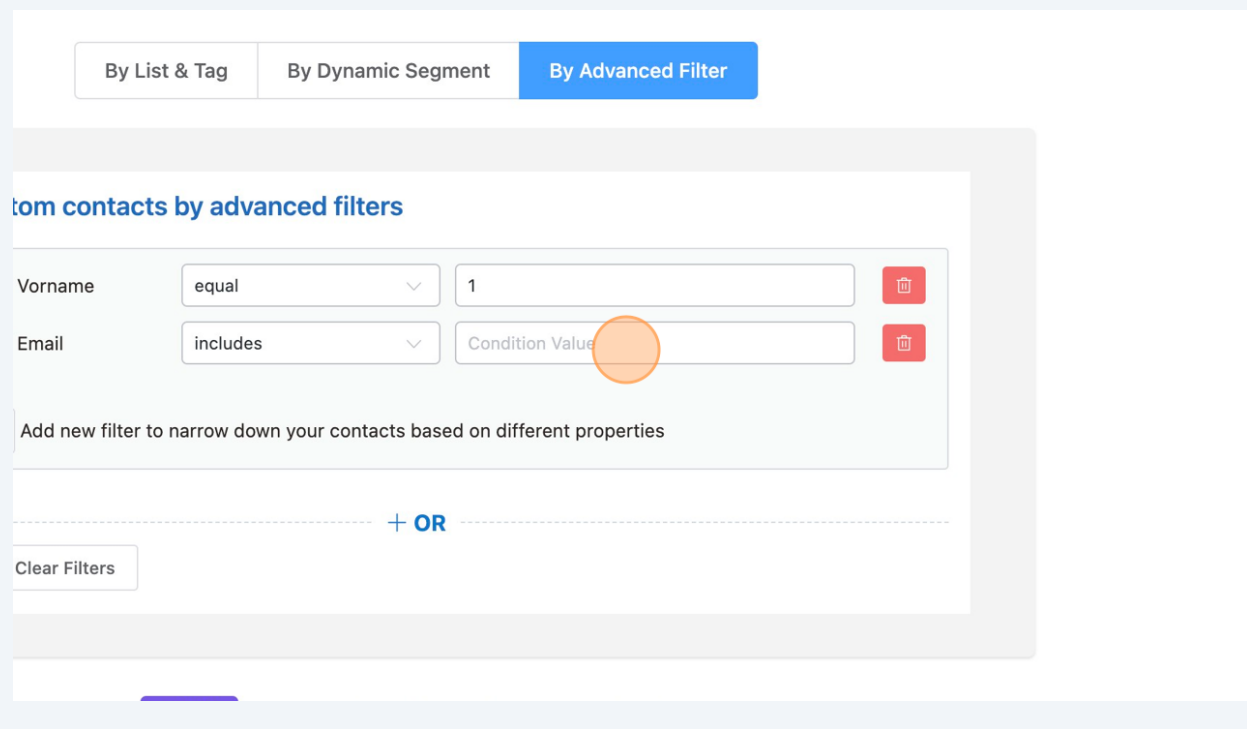
The screenshot shows the same web interface as in step 71, but with the "By Advanced Filter" tab selected. The modal titled "Select custom contacts by advanced filters" is open. In the modal, there is a dropdown menu that has been opened, showing a list of options: "Kontakt", "Kontaktsegment", "Kontakt Aktivitäten", and "Benutzerdefinierter Feld-Slug". The "Kontakt" option is highlighted with a blue background and a white arrow pointing to the right. Below the dropdown menu, there is a blue button with a plus sign and the text "+ Add", followed by the text "Add new filter to narrow down your contacts based on differer". Below the filter rule, there is a dashed line with the text "+ OR" to its right. At the bottom of the modal, there are two buttons: "Filter" (in blue) and "Clear Filters" (in white).



## 73 Click "Email"



## 74 Click the "Condition Value" field.





75 Type ".it"

76 Click here.

by List & Tag   By Dynamic Segment   **By Advanced Filter**

### contacts by advanced filters

name	equal	1	
	includes	.it	

new filter to narrow down your contacts based on different properties

+ OR

Filters

**1374** contacts found based on your selection

## 77 Click here.

equal 1

includes .it

Filter to narrow down your contacts based on different properties

+ OR

1374 contacts found based on your selection

Continue To Next Step [Review and Send]

## 78 Click "Filter"

Subscriber / Vorname equal 1

Subscriber / Email includes .it

+ Add Add new filter to narrow down your contacts based on different properties

+ OR

Filter Clear Filters

1374 contacts found based on your selection

Back

79 Click "Continue To Next Step [Review and Send]"

+ OR

acts found based on your selection

Continue To Next Step [Review and Send]

80 Double-click the "Condition Value" field.

By List & Tag By Dynamic Segment By Advanced Filter

tom contacts by advanced filters

Vorname equal 1

Email includes .it

Add new filter to narrow down your contacts based on different properties

+ OR

Clear Filters

81 Type

82 Press **option** + @

83 Type "[digisale.org](https://www.digisale.org)"

84 Click here.

The screenshot shows a web interface for filtering contacts. At the top, it says "Select custom contacts by advanced filters". Below this are two filter rows: "Subscriber / Vorname" with a dropdown menu set to "equal", and "Subscriber / Email" with a dropdown menu set to "includes". Below these is a button labeled "+ Add" followed by the text "Add new filter to narrow down your contacts based". A dashed line separates this from the bottom section, which contains a blue "+ OR" link, a blue "Filter" button (highlighted with an orange circle), and a "Clear Filters" button. At the bottom right, it says "0 contacts found based". At the bottom left, there is a "Back" link.

## 85 Click "Filter"

Select custom contacts by advanced filters

Subscriber / Vorname	equal	1
Subscriber / Email	includes	@dig

+ Add Add new filter to narrow down your contacts based on d

+ OR

Filter Clear Filters

0 contacts found based on

Back

## 86 Click the "Condition Value" field.

By List & Tag By Dynamic Segment By Advanced Filter

Custom contacts by advanced filters

er / Vorname	equal	1	
er / Email	includes	@digisale.org	

+ Add Add new filter to narrow down your contacts based on different properties

+ OR

Clear Filters

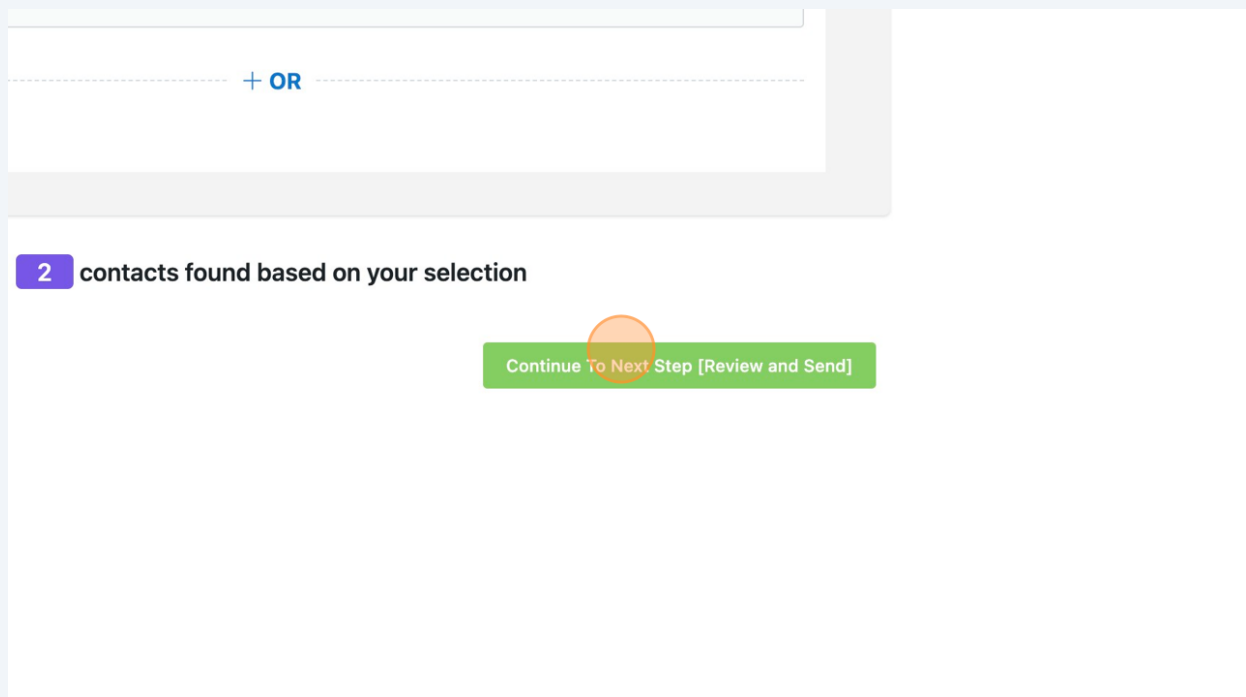
87 Click here.

The screenshot shows a web interface with two tabs: 'By Dynamic Segment' and 'By Advanced Filter'. The 'By Advanced Filter' tab is active. Below the tabs, there is a section titled 'Advanced filters' containing two filter rules. The first rule has a dropdown menu with a downward arrow and a text input field containing the number '1'. The second rule has a dropdown menu with a downward arrow and a text input field containing '@digisale.org'. To the right of each rule is a red trash icon. Below the filter rules, there is a text label 'your contacts based on different properties'. At the bottom of the filter section, there is a dashed line with a blue '+ OR' button.

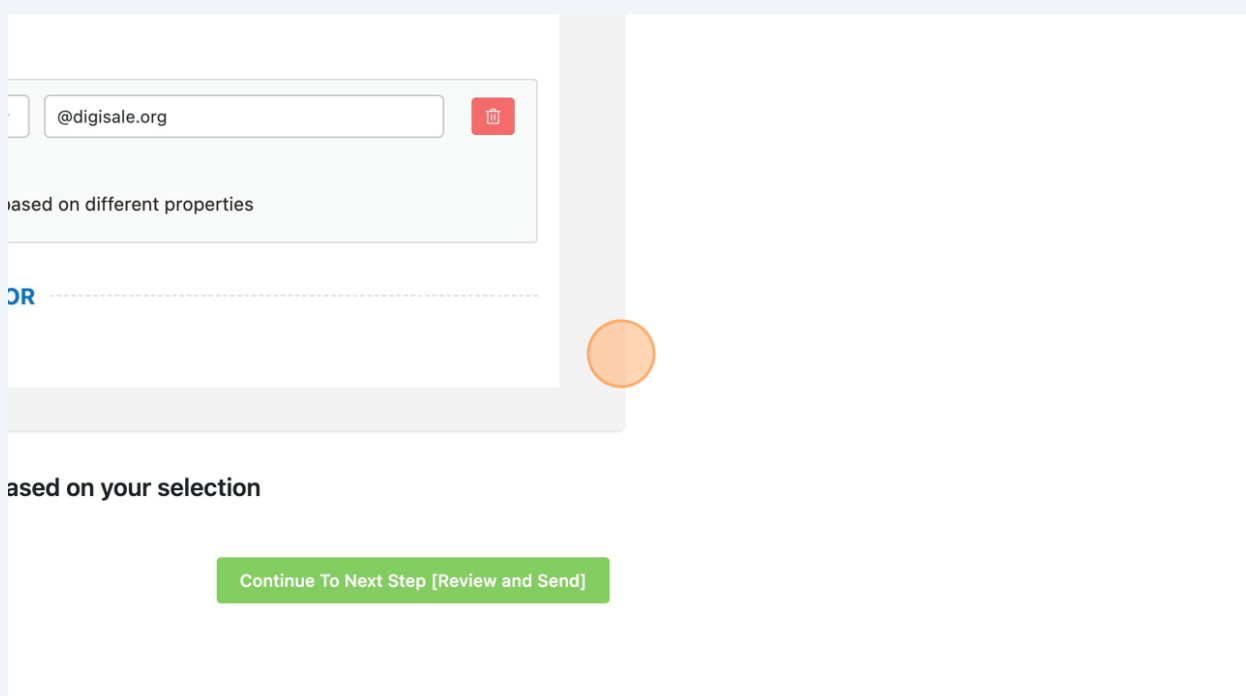
88 Click "Filter"

The screenshot shows a dialog box titled 'Select custom contacts by advanced filters'. Inside the dialog, there is a filter rule with the label 'Subscriber / Email', a dropdown menu with the word 'includes', and a text input field containing '@digis'. Below the filter rule, there is a '+ Add' button and a text label 'Add new filter to narrow down your contacts based on dif'. At the bottom of the dialog, there is a dashed line with a blue '+ OR' button. Below the dialog, there is a blue 'Filter' button and a 'Clear Filters' button. At the bottom right of the page, there is a purple box with the number '0' followed by the text 'contacts found based on y'. At the bottom left of the page, there is a blue 'Back' button.

**89** Click "Continue To Next Step [Review and Send]"



**90** Click "By List & Tag  
By Dynamic Segment  
By Advanced Filter  
Select custom contacts by advanced filters  
Subscriber / Email  
Add Add new filter to n..."





## 91 Click "Filter"

Select custom contacts by advanced filters

Subscriber / Email includes @digisale.or

+ Add Add new filter to narrow down your contacts based on different

+ OR

Filter Clear Filters

2 contacts found based on your

Back

## 92 Click "Continue To Next Step [Review and Send]"

+ OR

2 contacts found based on your selection

Continue To Next Step [Review and Send]

93 Click "Continue To Next Step [Review and Send]"

The screenshot shows a user interface for selecting contacts. At the top, there is a dashed line with a blue "+ OR" label. Below this, a purple box contains the text "2 contacts found based on your selection". In the center, a green button with the text "Continue To Next Step [Review and Send]" is circled in orange.

94 Click here.

The screenshot shows a user interface for selecting contacts. At the top, there are three tabs: "By List & Tag", "By Dynamic Segment", and "By Advanced Filter" (which is highlighted in blue). Below the tabs, the text "custom contacts by advanced filters" is displayed. A filter rule is shown: "subscriber / Email" followed by a dropdown menu set to "includes" and a text input field containing "@digisale.org". To the right of the input field is a red trash icon. Below the filter rule, there is a button labeled "Add" and the text "Add new filter to narrow down your contacts based on different properties". A dashed line with a blue "+ OR" label is below this. At the bottom left, there is a button labeled "Clear Filters". At the bottom, a purple box contains the text "2 contacts found based on your selection". A green bar is at the very bottom.

95 Click "Subscriber / Email"

Subject & Settings

By List & Tag By Dynamic Segment **By Advanced Filter**

Select custom contacts by advanced filters

Subscriber / Email includes @digisale.org

+ Add Add new filter to narrow down your contacts based on different properties

+ OR

Filter Clear Filters

96 Click "Subscriber / Email"

By List & Tag By Dynamic Segment **By Advanced Filter**

Select custom contacts by advanced filters

Subscriber / Email includes @digisale.org

+ Add Add new filter to narrow down your contacts based on different properties

+ OR

Filter Clear Filters

## 97 Click "By Dynamic Segment"

Dashboard

✔ Subject & Settings > ○ Recipients

By List & Tag By Dynamic Segment By Advanced Filter

Select custom contacts by advanced filters

Subscriber / Email includes @digisale.org

+ Add Add new filter to narrow down your contacts based on different properties

Detailed description: This screenshot shows the 'Recipients' tab in an email campaign setup. At the top, there's a 'Dashboard' link. Below it, a navigation bar shows 'Subject & Settings' as the active tab and 'Recipients' as the selected tab. Three buttons are visible: 'By List & Tag', 'By Dynamic Segment' (highlighted with an orange circle), and 'By Advanced Filter'. Below these buttons is a section titled 'Select custom contacts by advanced filters'. It contains a filter rule: 'Subscriber / Email' with the operator 'includes' and the value '@digisale.org'. There is a red trash icon to the right of the filter. At the bottom of this section, there is a '+ Add' button and a text prompt: 'Add new filter to narrow down your contacts based on different properties'.

## 98 Click "By List & Tag"

✔ Subject & Settings > ○ Recipients

By List & Tag By Dynamic Segment By Advanced Filter

Select Dynamic Segment

Please select to which dynamic segment you want to send emails for this campaign

WordPress-Benutzer

Detailed description: This screenshot shows the 'Recipients' tab in an email campaign setup. The navigation bar shows 'Subject & Settings' as the active tab and 'Recipients' as the selected tab. Three buttons are visible: 'By List & Tag' (highlighted with an orange circle), 'By Dynamic Segment', and 'By Advanced Filter'. Below these buttons is a section titled 'Select Dynamic Segment'. It contains a text prompt: 'Please select to which dynamic segment you want to send emails for this campaign'. Below the prompt is a dropdown menu with the selected option 'WordPress-Benutzer'.

99 Click the "Choose a List" field.

By List & Tag By Dynamic Segment By Advanced Filter

### Included Contacts

Select Lists and Tags that you want to send emails for this campaign. You can create multiple row of them

Select A List	Schlüsselwort auswählen	Action
All Lists	All contacts on Selected List segment	+

Select List or all subscribers first and then select tag

### Excluded Contacts

Select Lists and Tags that you want to exclude from this campaign. Excluded contacts will be sub your included selection

100 Click "Newsletter 5612 subscribed contacts"

of them

Select A List	Schlüsselwort auswählen
All Lists	All contacts on Selected List segment

Select Se tag

**All available subscribers**  
This will filter all available contacts

Newsletter  
5612 subscribed contacts

### Excluded Contacts

Select Lists and Tags that you want to exclude from this campaign. Excluded contacts will your included selection

Select A List	Schlüsselwort auswählen
Choose a List	Select List First

## 101 Click the "Schlüsselwort auswählen" field.

By List & Tag By Dynamic Segment By Advanced Filter

### Included Contacts

Select Lists and Tags that you want to send emails for this campaign. You can create multiple row to send to all

Select A List	Schlüsselwort auswählen	Actions
Newsletter	All contacts on Selected List segment	+ -

Select List or all subscribers first and then select tag

### Excluded Contacts

Select Lists and Tags that you want to exclude from this campaign. Excluded contacts will be subtracted from included selection

## 102 Click "By Advanced Filter"

Dashboard Kontakte

Settings > Recipients

By List & Tag By Dynamic Segment By Advanced Filter

### Tags

Tags that you want to send emails for this campaign. You can create multiple row to send to all

Schlüsselwort auswählen	Actions
All contacts on Selected List segment	+ -

### 103 Click "Filter"

Select custom contacts by advanced filters

Subscriber / Email includes @digisale.o

+ Add Add new filter to narrow down your contacts based on differen

+ OR

Filter Clear Filters

5612 contacts found based on you

Back

### 104 Click "Continue To Next Step [Review and Send]"

+ OR

contacts found based on your selection

Continue To Next Step [Review and Send]

**105** Click here.

By List & Tag   By Dynamic Segment   **By Advanced Filter**

Contacts by advanced filters

includes



@digisale.org



to narrow down your contacts based on different properties

+ OR

**2** contacts found based on your selection

**106** Click here.

By List & Tag   By Dynamic Segment   **By Advanced Filter**

Contacts by advanced filters

includes



@digisale.org



filter to narrow down your contacts based on different properties

+ OR

's

**2** contacts found based on your selection



**107** Click "By Dynamic Segment"

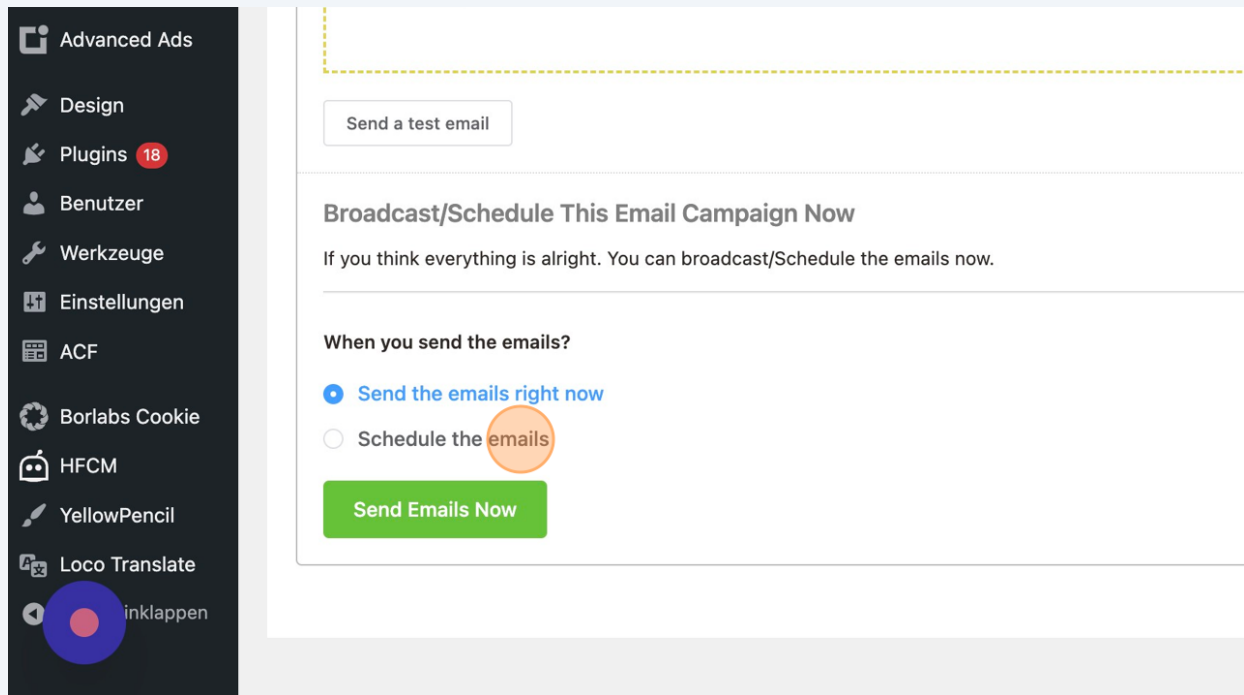
**108** Click "Continue To Next Step [Review and Send]"

ent you want to send emails for this campaign

contacts found based on your selection

Continue To Next Step [Review and Send]

## 109 Click "Schedule the emails"



Advanced Ads

Design

Plugins 18

Benutzer

Werkzeuge

Einstellungen

ACF

Borlabs Cookie

HFCM

YellowPencil

Loco Translate

inklappen

Send a test email

### Broadcast/Schedule This Email Campaign Now

If you think everything is alright. You can broadcast/Schedule the emails now.

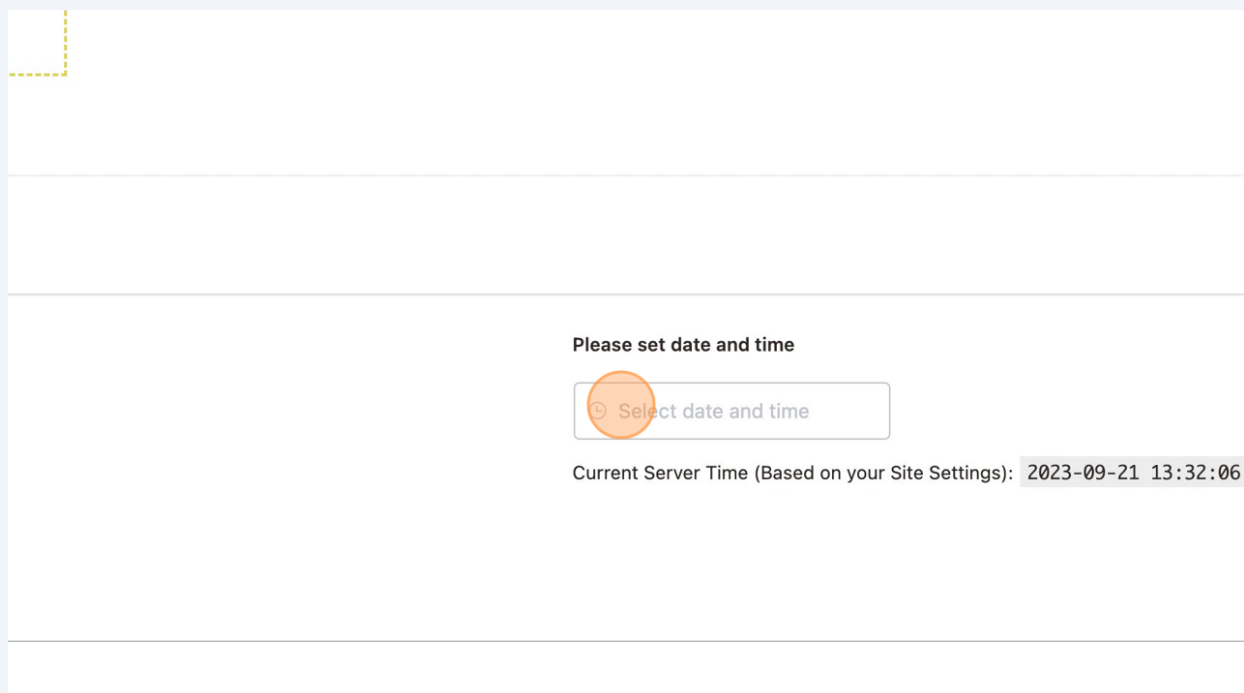
When you send the emails?

☒ Send the emails right now

☐ Schedule the emails

Send Emails Now

## 110 Click the "Select date and time" field.

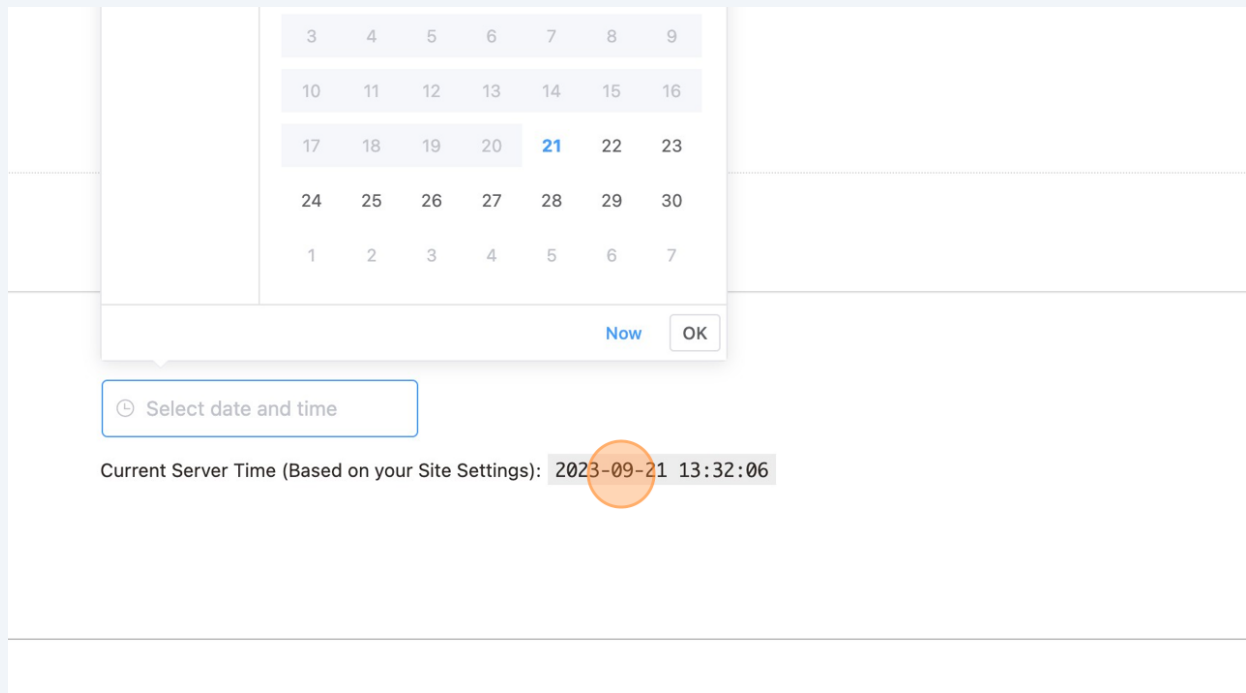


Please set date and time

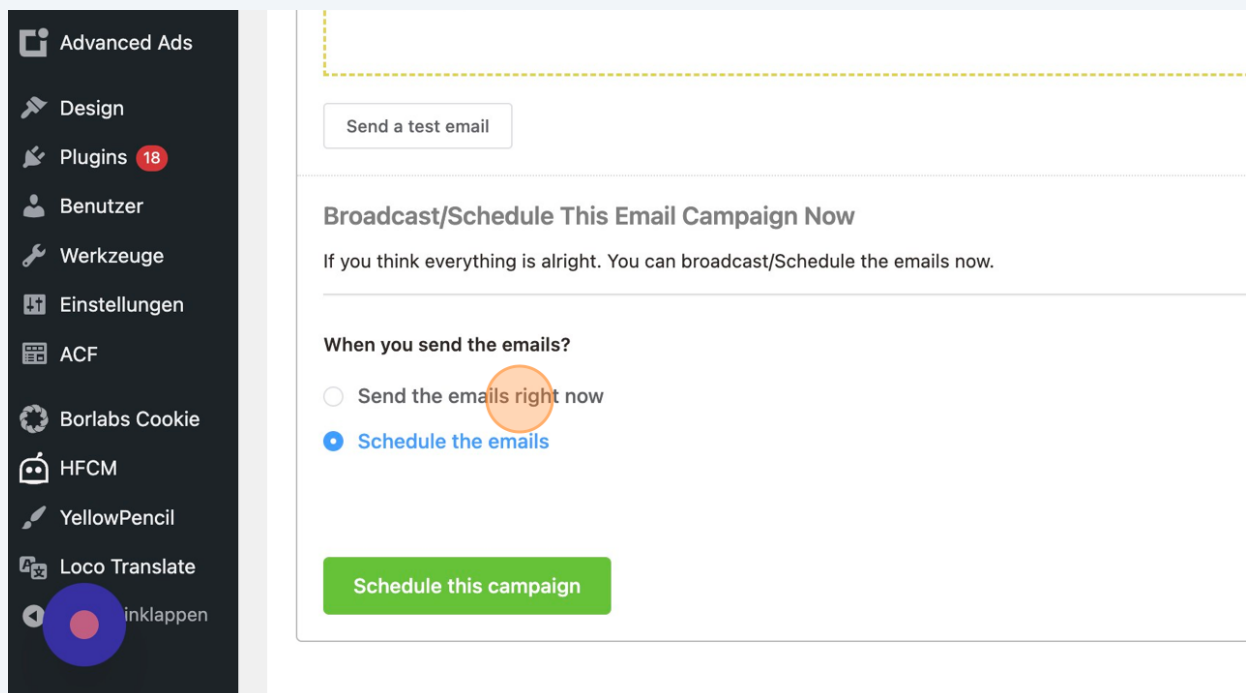
Select date and time

Current Server Time (Based on your Site Settings): 2023-09-21 13:32:06

## 111 Click "2023-09-21 13:32:06"



## 112 Click "Send the emails right now"



## 113 Click "Kampagnen"

The screenshot shows the FluentCRM dashboard. On the left sidebar, the 'Kampagnen' menu item is highlighted with an orange circle. The main content area shows the 'E-Mail-Kampagnen' section with a 'Compose' button and a list of recipients.

Dashboard

FluentCRM

Dashboard

Kontakte

Listen

Schlüsselwörter

**Kampagnen**

Recurring Campaigns

E-Mail-Sequenzen

E-Mail-Vorlagen

Formulare

Automatisierungen

Einstellungen

Berichte

Addons

Pro

E-Mail-Kampagnen / VideoNewsletter

Compose

Recipients

Total: 2 Recipients

Subject

Neuigkeiten und Inspiration im aktuellen Newsletter: Exklusives Interview mit den Gründern von Article

Preview Text:

## 114 Click here.

The screenshot shows the 'E-Mail-Kampagnen' list in the FluentCRM interface. The '7.4.2023' campaign is highlighted with an orange circle. The list includes various newsletters and a 'Setup' button for each.

Dashboard

Kontakte

Listen

Schlüsselwörter

**Kampagnen**

Recurring Campaigns

E-Mail-Sequenzen

E-Mail-Vorlagen

Formulare

Automatisierungen

Einstellungen

Berichte

Addons

Hilfe

Fluent Forms

Pro

E-Mail-Kampagnen (10)

Search by title...

Filter by status

<input type="checkbox"/>	Titel	
<input type="checkbox"/>	> VideoNewsletter	Setup
<input type="checkbox"/>	> 7.4.2023	
<input type="checkbox"/>	> [Duplikat]Newsletter 24-5-2023	
<input type="checkbox"/>	> Newsletter 24-5-2023	
<input type="checkbox"/>	> Newsletter 20-4-2023	
<input type="checkbox"/>	> NL05 Andreas Plettner	Setup

## 115 Click here.

Schlüsselwörter

**Kampagnen**

- Recurring Campaigns
- E-Mail-Sequenzen
- E-Mail-Vorlagen

Formulare

Automatisierungen

Einstellungen

**Berichte**

Addons

Hilfe

**Fluent Forms**

- Beiträge
- Medien
- Seiten

☐ Titel

☐ > VideoNewsletter **Setup**

☐ ∨ 7.4.2023

**Quick Stats**

2722 Sent 48.79% Opened 38.10% Clicked 1.73% Abgemeldet

[Berichte](#) [Duplicate](#) [Delete](#)

☐ > [Duplikat]Newsletter 24-5-2023

☐ > Newsletter 24-5-2023

☐ > Newsletter 20-4-2023

## 116 Click "Berichte"

Recurring Campaigns

E-Mail-Sequenzen

E-Mail-Vorlagen

Formulare

Automatisierungen

Einstellungen

**Berichte**

Addons

Hilfe

**Fluent Forms**

- Beiträge
- Medien
- Seiten
- Kommentare 1

☐ > VideoNewsletter **Setup**

☐ ∨ 7.4.2023

**Quick Stats**

2722 Sent 48.79% Opened 38.10% Clicked 1.73% Abgemeldet

[Berichte](#) [Duplicate](#) [Delete](#)

☐ > [Duplikat]Newsletter 24-5-2023

☐ > Newsletter 24-5-2023

☐ > Newsletter 20-4-2023

☐ > NL05 Andreas Plettner **Setup**