



Setting On Load Email Script

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Overview

The On Load Email Script setting allows you to run a script that can be used to specify which email addresses to use when emailing from a Sales Document or Purchase Order in SalesPad. When the script is run, it populates the default email addresses that you have provided in Dynamics GP under Ship To or Bill To,

Setup

Settings

Under Settings, filter to "default email" and select "Default Email Address." This specifies which customer email address (Shipping/Billing) will be defaulted to in the "Send Email" screen for sales documents.

The screenshot shows the SalesPad Settings window. The title bar is 'Settings'. The menu bar includes 'Close', 'Save', 'Export Settings', and 'Import Settings'. The 'Filter:' field contains 'default email'. Below the filter, there are icons for 'A-Z', 'Z-A', and 'Reset'. The settings are organized into sections: 'Sending Emails' and 'Smart Printing'. The 'Default Email Address' setting is highlighted, showing a dropdown menu with 'Billing' selected. Other settings include 'Default Purchasing Email Subject Line Format' (Billing), 'Default Sales Document Email Subject Line Form' (Shipping), 'Default Email Subject Line' (None), and 'Salespad Document Attached' (Salespad Document Attached). A description box at the bottom explains the 'Default Email Address' setting.

Sending Emails	
Default Email Address	Billing
Default Purchasing Email Subject Line Format	Billing
Default Sales Document Email Subject Line Form	Shipping

Smart Printing	
Default Email Subject Line	None
Salespad Document Attached	Salespad Document Attached

Default Email Address
Specifies which customer email address (Shipping/Billing) will be defaulted into the Send Email screen for Sales Documents. Defaults to 'Billing'.

Also under Settings, filter to “On Load Email Script.” Copy the script found at the end of this document into the drop-down field.

The screenshot shows a 'Settings' window with a title bar containing a gear icon and a close button. Below the title bar is a menu bar with 'Close', 'Save', 'Export Settings', and 'Import Settings'. A 'Filter:' section contains a text input field with 'On Load' entered. Below the filter is a toolbar with icons for a list, a dropdown, and a document. The main content area is titled 'Sending Emails' and contains a dropdown menu with 'On Load Email Script' selected. To the right of the dropdown is a large text area with the text: 'Press Enter to begin a new line. Press Ctrl+Enter to accept Text.' At the bottom of the window is a section titled 'On Load Email Script' with the text 'On Load Email Script Defaults to '.

Click **Save** and log off, and then log back on.

When sending an email, the form defaults to “testing 2” as the Send To email address.

Send Email

Email Options:

Report: Order Confirmation

Subject: ORDST2316

Send To: testing 2

CC:

BCC:

From: tim.stasa@gmail.com

Display Name:

Reply To: tim.stasa@gmail.com

☐ Send Report As HTML

☐ Templates

Name

DOC

Expand Body

Body:

American Science Museum
3/14/2012 12:00:00 AM

Send Close

This maps to the same email address already set up in Dynamics GP.

Internet Information

File Edit Tools Help sa Fabrikam, Inc. 4/12/2017

Save Clear Delete

Select Information for: Customers

Customer ID AMERICAN0001 American Science Museum

Address ID PRIMARY 789 North Carlton Place


E-mail Addresses

To...

Cc...

Bcc...

Internet Information

 E-mail testing 2

Home Page

FTP Site

Image

Messenger Address

Login

Password

User Defined 1

User Defined 2

Additional Information

Navigation icons: back, forward, home, stop, refresh, print, help

Attachments

- [Email_on_load_script.txt \(734.00 B\)](#)