

Sitelok Sendy Plugin



V1.0

Sendy **Plugin**

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Chapter 1 Introduction

What is the Sendy plugin?

Sendy (<https://sendy.co/>) is a third party email marketing app. Sendy is self hosted so has no subscription or monthly fees. You just pay for the email sent via Amazon SES (around \$1 for 10,000 emails).

The Sendy Plugin for Sitelok allows users added to Sitelok (via registration, payment or other ways) to be added to Sendy mailing lists. You can add users to lists based on their usergroups or add all users to one one list, depending on your requirements. When users are added to a new usergroup later on they will be added to any assigned list as required too.

There are also options to remove users from lists when they are removed from usergroups too.

Chapter 2 Installation

Installing for the first time or upgrading

- 1) Extract the contents of the zip file to your PC.
- 2) Upload the plugin_sendy folder to your existing Sitelok slpw folder using FTP. There are no special permissions required on most servers.
- 3) Login to the Sitelok control panel.
- 4) Open the following URL in the browser

https://www.yoursite.com/slpw/plugin_sendy/install.php

which will start the installation process. If all is well you will be taken to the plugin preferences page where you will see the plugin listed.

If you have any problems with installation please let us know so that we can help you.

Disabling the Plugin

To disable the plugin select **Plugin Preferences** in the **Plugin** menu option of Sitelok. Uncheck the enable box for the plugin and click the **Save** button. You can enable it again in the same way.

Uninstalling the plugin

To permanently remove the plugin and it's settings follow these steps.

- 1) Disable the plugin as above.
- 2) Click the delete icon next the plugin in the disabled plugins section.
- 3) Confirm the action in the alert box.

If the plugin is uninstalled successfully you will be returned to the plugin preferences page.

Chapter 3 Setting up the plugin

Before setting up the plugin make sure you have Sendy installed and working. You need to have at least one Brand with a mailing list for Sitelok to use.

Click the Sendy icon in the plugins menu to access the plugin settings.

Before you can start assigning mailing lists we need to connect the plugin to your Sendy installation. You will need your Sendy installation URL (usually something like <https://www.send.yoursite.com> and your API Key from Sendy. Enter these in the plugin

Sendy

Sendy details

Sendy URL

e.g. https://send.yoursite.com

Sendy API Key

and click Save. If The details are correct you should then see the additional settings.

Optional settings

Sendy has a number of optional settings when using their API. For more information check the Sendy documentation.

Optional settings

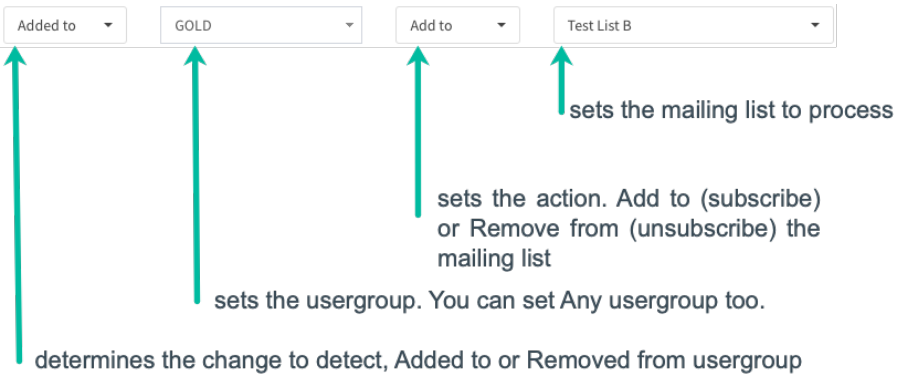
These are optional settings used when subscribing users to lists.
See the Sendy documentation for more information.

- Enable if you're signing up EU users in a GDPR compliant manner
- Enable if your list is 'Double opt-in' but you want to bypass that and signup the user to the list as 'Single Opt-in'
- Enable to pass user IP address to Sendy

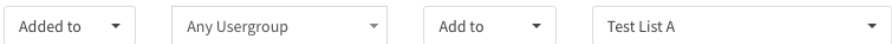
Optional referrer URL

Subscribe / Unsubscribe to lists

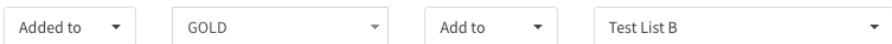
In this section you can assign the Sendy mailing lists that users are added to. Click the [Add list](#) link to add a new assignment. There are four fields for each assignment.



So for example You can have all users (joining any usergroup) added to a single mailing list like this



or add users joining a specific usergroup to a specific mailing list like this



There is also an option to detect when a user changes their email. The usergroup is ignored for this option. This is useful as there is currently no way in Sendy to change an email address globally so you can instead add the user to a special list which you can check manually.

Custom fields / tags

Like Sitelok, Sendy has custom fields (tags) which can be setup. In this section you can tell the plugin to send specific Sitelok fields to specific Sendy custom tags based on the mailing list. Click the [Add field](#) link to add a new field assignment.

Test List A ▾	Birthday	Custom2 ▾
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Set the mailing list, Sendy tag name and connected Sitelok field. The Sendy tag should be entered to match what you set in Sendy. For example if you have setup the field tag `[Birthday,fallback=]` you would enter `Birthday` as the tag name.

Once you have your lists and custom tags assigned click Save.

Please note. The Sendy API doesn't currently have a way to change an email address globally if a user changes their email address. If a user changes their email address they will remain subscribed to existing lists with their old email address and join any new lists with their new email address. You can use the 'Changed email' option to add a user to a list if they change their email and use custom tags to store their previous email. You can check this list periodically to check for changes.

Chapter 4 Support

Hopefully if you have followed this manual carefully everything will be working fine. However sometimes things don't go quite so smoothly so if you have any questions or problems then please check the FAQ on the support page or email us.

Support area: <https://www.vibralogix.com/support/>

Email: support@vibralogix.com