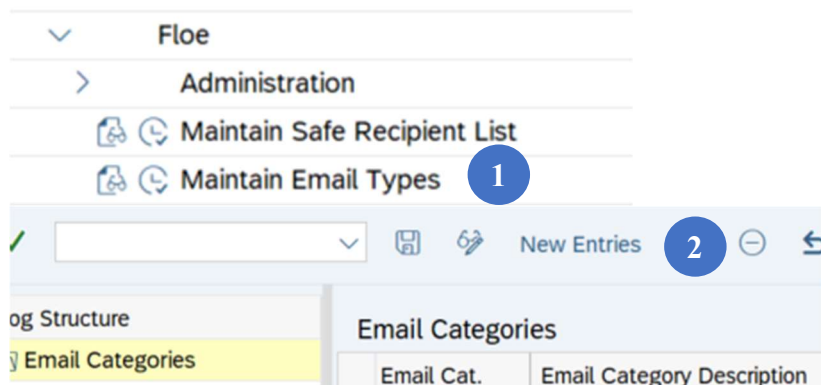


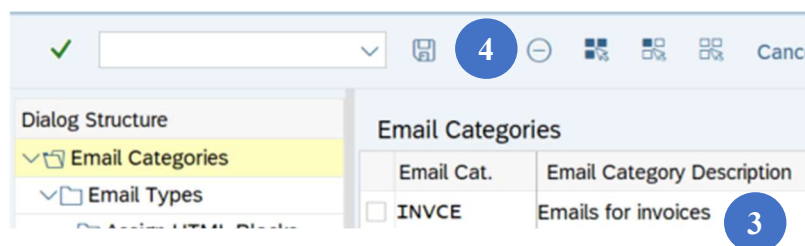
How to Create a Floe E-Mail

Define a new E-mail type

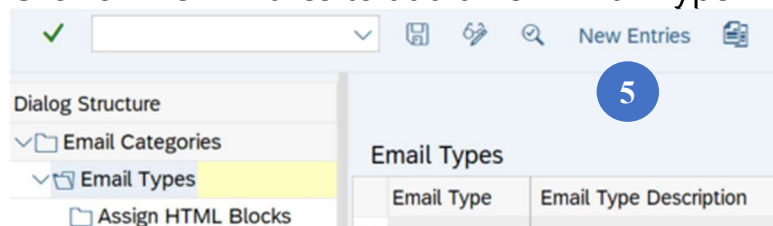
Navigate to SPRO> IMG > Cross-Applications > General Application Functions > Floe > Maintain Email Types. Select 'New Entries'



Add an Email Category and Description and select Save. Select an appropriate Customizing request.



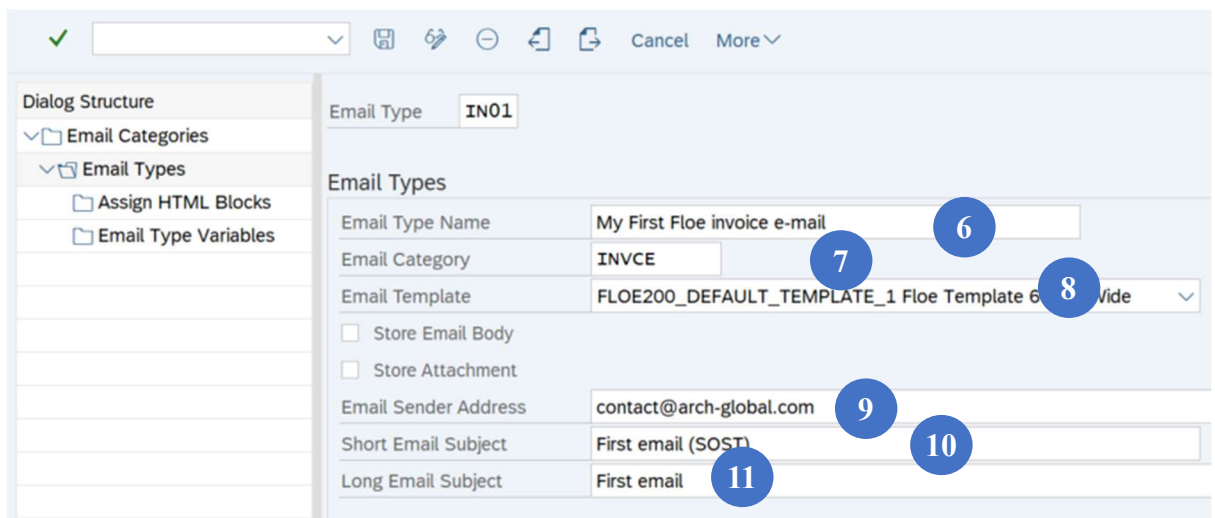
Click on New Entries to add a new Email Type



Add an email type name, category, sender address and subject fields, Short Email Subject (SOST), Long Email Subject (text for the generated e-mail) and an e-mail address to be used as the sender email.

Leave PDF and SMS Settings untouched as they are not required for this first email.

Save and Exit.



Dialog Structure

- Email Categories
 - Email Types
 - Assign HTML Blocks
 - Email Type Variables

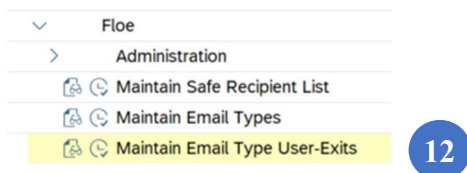
Email Type: IN01

Email Types

Email Type Name	My First Floe invoice e-mail	6
Email Category	INVCE	7
Email Template	FLOE200_DEFAULT_TEMPLATE_1 Floe Template 6	8
Store Email Body	<input type="checkbox"/>	
Store Attachment	<input type="checkbox"/>	
Email Sender Address	contact@arch-global.com	9
Short Email Subject	First email (SOST)	10
Long Email Subject	First email	11

Generate E-mail user-exits

Click on Maintain Email Type User-Exists menu item.



Select the Email Category. Right-click on the Email Type and select Generate Use-Exits to add your own business logic. Select the package and Save.



Confirm all user-exits are generated.

- ✓ IN01 My First Floe invoice e-mail
 - Attachment User-Exit
 - Email Body User-Exit
 - Email Data User-Exit
 - Email Recipient User-Exit
 - Email Sender User-Exit
 - HTML Block Determination User-Exit
 - Image User-Exit
 - Inbound User-Exit

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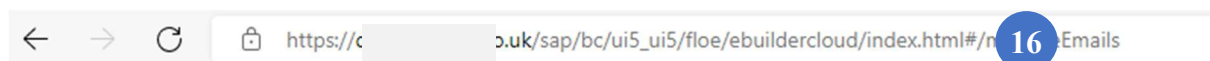
Update the e-mail recipient list

Add any test email recipients email address (for DEV or QA) to the Safe Recipient List/table. Click Save.

- ✓ General Application Functions
 - > FLM for HR Framework
 - ✓ Floe
 - > Administration
 - Maintain Safe Recipient List

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Using the https link created during installation, launch the Floe Designer.



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Select the Email Type created in SAP

Name	Template	Language	Created By	Created On	Modified On	Modified By	Deleted
Emails for invoices	IN01	My First Floe invoice e-mail					
Examples for trial users	ACS1	Account Statement					

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Click ok to confirm the Template and Language

Select template and language

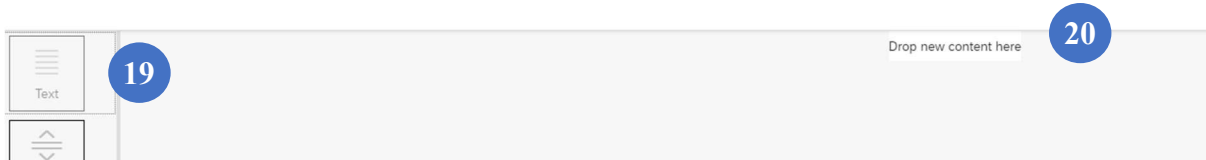
Floe Template 600px Wide

English

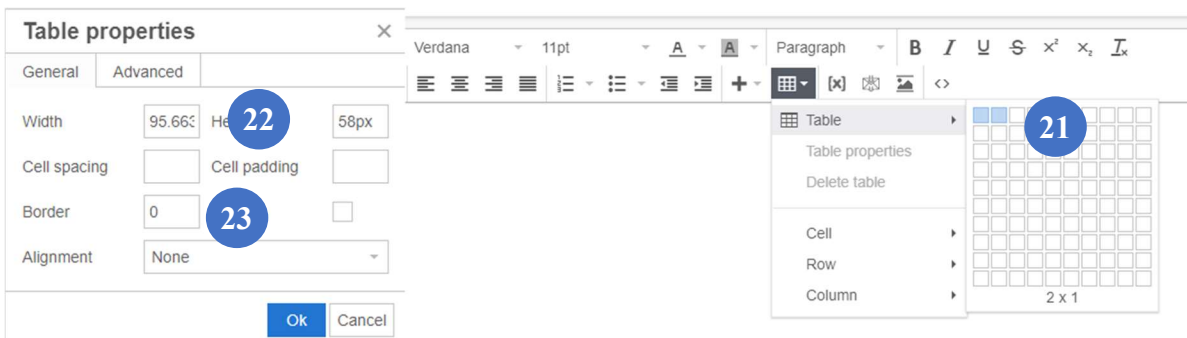
OK Cancel

18

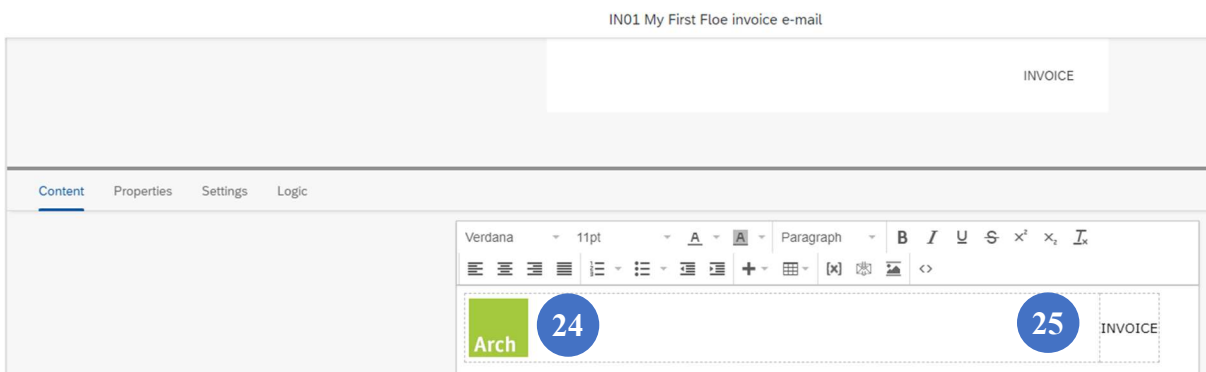
Drag a Text block and drop it on the Drop new content here



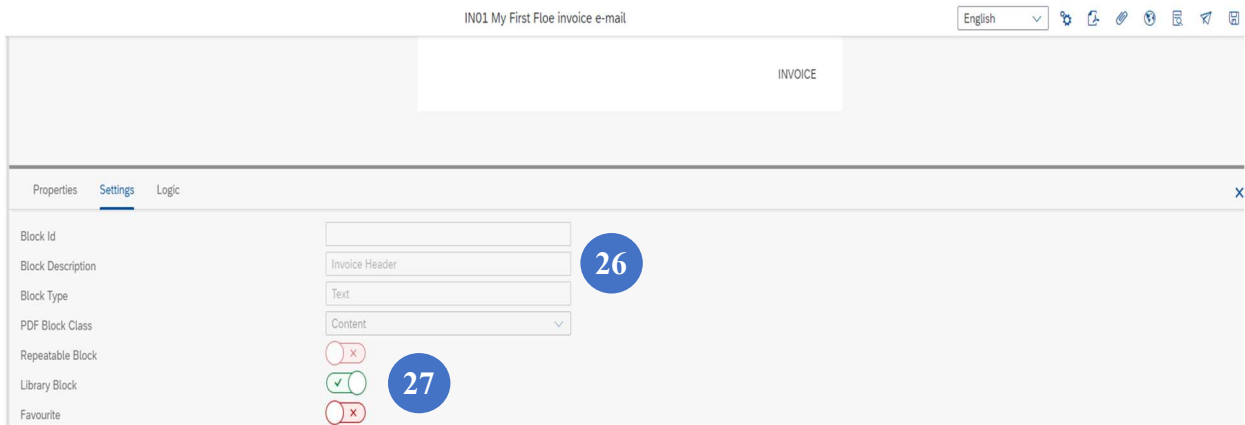
Add a table with two columns. Select Table properties and set the width at 100% and table borders at 0 (width)



Paste a logo into the left column and add the text 'Invoice' into the right.



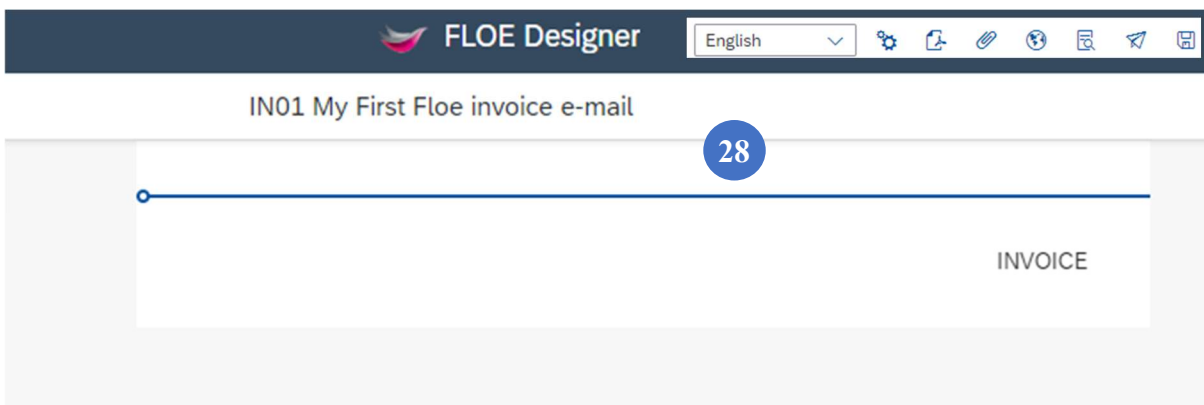
Select Settings and add a Block Description and Toggle Library Block on.



Save

Drag a Text block to the Floe email name and drop it on the blue line.

Copy and Paste the text below into the Content block



Thank you!

Dear &CONTACT_NAME&,

Please find all the details below for invoice &BELNR&.

Thank you for your continued custom.

If you have any questions please contact us at accounts@thecompany.net

Kind regards,

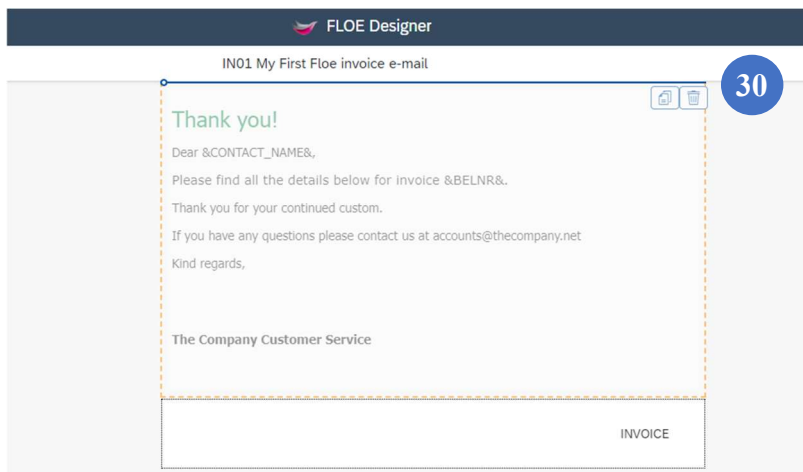
The Company Customer Service

Click on Save

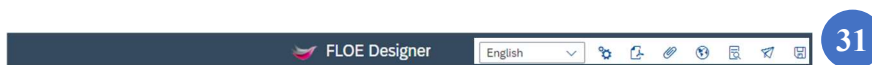


Hover over a block. Drag the block up or down to reorder and release on the blue line.

Save the changes



Select Test Trigger



Click on Variables 32

Click on auto-fill from content

Add test values for CONTACT_NAME (Jamie) and BELNR (1234)



<input type="checkbox"/> Name	Value	Row	Parent Row
<input type="checkbox"/> CONTACT_NAME	Jamie		
<input type="checkbox"/> BELNR	1234		

Click Preview **35**