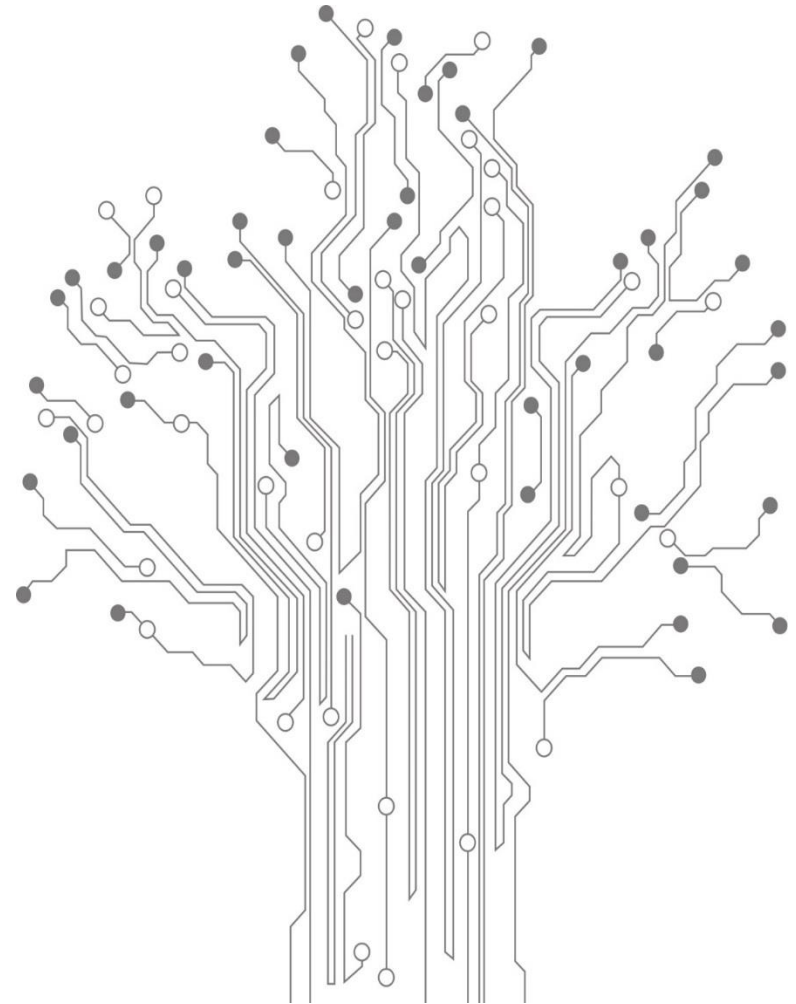


Standard Communications Engine

Presented by: Hendrik Van Der Watt



Standard Communications Engine

- What is SCE?
- Sending Correspondence to a Student
- Context and Merge Documents
- Create an SCE Component
- Create an SCE Template
- Advance



What is SCE?

Standard Communications Engine:

- Send correspondence via mail, email or TXT (SMS text)

Main parts to SCE:

- Configuration
- Send correspondence
- Long Running Process

Context:

- Context describes the areas in Artena from which data can be captured and correspondence sent



Sending Correspondence to a Student

Sending correspondence with a template

Send Correspondence

Template List

Name: ☐ Show inactive

Context:

Name	Context	Active
Confirmation Email	/Client/Person/Student/Study Contract	Yes
RNID template	/Client/Person/Student/Study Contract	Yes
test	/Client/Person/Student/Study Contract	Yes
UDRF template	/Client/Person/Student/Study Contract	Yes

UDRF template /Client/Person/Student/Study Contract Yes

test /Client/Person/Student/Study Contract Yes

RNID template /Client/Person/Student/Study Contract Yes

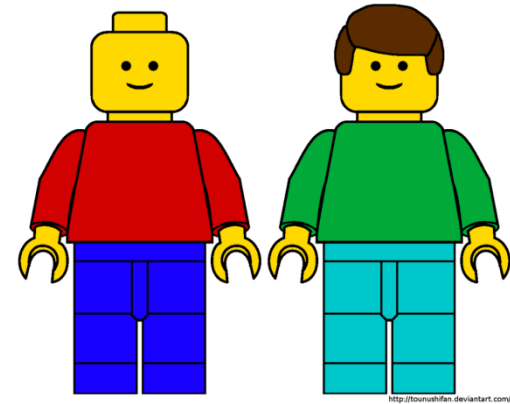
Confirmation Email /Client/Person/Student/Study Contract Yes

Name Context Active

Context:

Name: ☐ Show inactive

Template List



Sending Correspondence to a Student

Sending correspondence
on the fly



Context and Merge Documents

Create your own document!

- MS Word Mail Merge helps create letter



Create an SCE Component

A component is an item that can be mailed or emailed in the form of a **stock document**, **MS merge document** or **report**



Create an SCE Template

Creating a template means the user can pre-define

- the delivery method to be used (e.g. mail, email or SMS text),
- the data to be generated,
- the context of the data,
- the recipients and the components to be attached

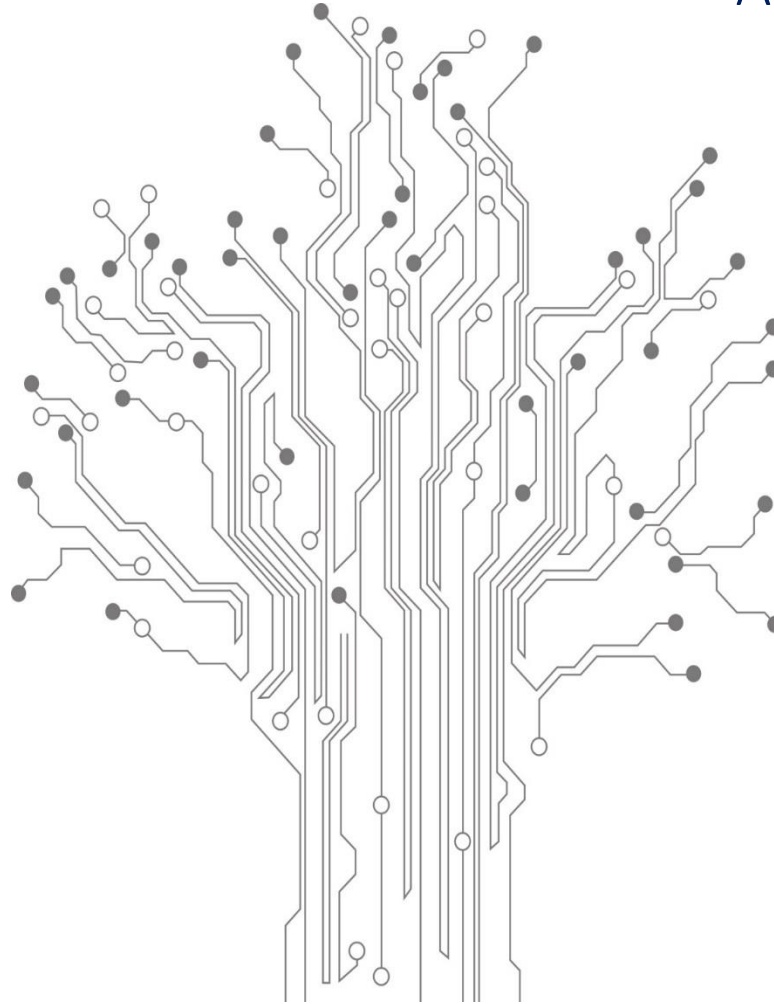




- Sender email signature
- HTML email formatting
- Adding UDRF and Tables in merge documents
- Sending information about student to a 3rd party
- Archiving tags
- Output Job Monitor
- Bulk email/txt

Q & A





Thank you

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