# **Email Integration**

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Heylo provides leaders with a powerful and easy-to-use platform for keeping their members informed and engaged both within Heylo and outside via email. Emails from Heylo are automatically delivered to all members who have either signed up for the group or been imported by the group leader. These emails are beautifully formatted, ensuring a professional presentation, and consistently achieve open rates over 70%.

### How to trigger emails from Heylo

Heylo supports several types of emails, tailored to meet the needs of group leaders:

#### **Weekly Email Newsletters**

Aweekly summarizes the upcoming events for the group automatically. This is a great way to keep members engaged and informed on a regular basis.

#### **New Events**

Whenever a new event is created, Heylo automatically sends an email notification to all group members. These emails include event details such as date, time, location, and a direct link to RSVP or learn more.

Use Case: Announce a new meetup, workshop, or group activity to maximize attendance.

#### **Update Events**

If an event's details are updated—such as a change in time, location, or description—Heylo ensures that all members are promptly notified. This minimizes confusion and keeps everyone on the same page. Members without push notifications enabled receive event updates by email.

Use Case: Quickly inform members about last-minute changes to event details.

#### Announcements

Group leaders can use the announcements chat to send out important updates or messages. This feature is ideal for communicating non-event-related news, such as group milestones, policy changes, or other relevant updates.

Announcements in chat can also be delivered to only members who register for an event or join a chat.

**Use Case**: Share major announcements like the launch of a new initiative or celebrate group achievements.

## Why Heylo Emails Stand Out

- 1. **Beautifully Designed**: Heylo's email templates are professional and visually appealing, reflecting positively on your group.
- 2. **High Engagement**: With open rates exceeding 70%, you can trust that your messages will reach and resonate with your members.
- 3. **Integrated with Group Actions**: Whether creating an event or sharing an announcement, Heylo seamlessly connects group actions with email notifications, saving leaders time and effort.