

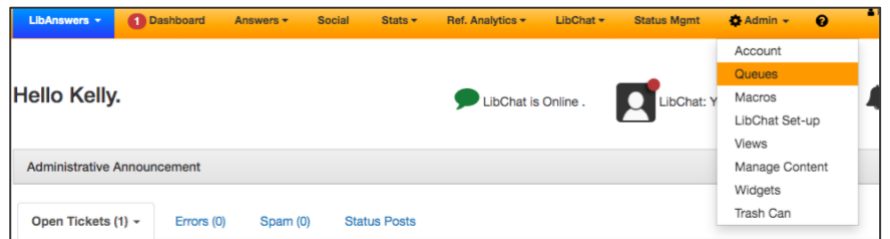
Change the Email Form Success Message

Success Messages can be edited to indicate library closures when a patron submits an email ticket through a form.

1. Log in to the LibApps dashboard

2. Under Admin on the orange toolbar, select Queues

3. Use the search bar to search for your library and select the Edit icon under Actions



Showing 1 to 1 of 1 entries (filtered from 108 total entries) Search: aal training Previous 1 Next

ID	Name	Email Address	SMS #	Social	# Tickets	Shared	Actions
1087	AAL Training	aaltraining@tblc.libanswers.com	18135796709		126 Q		

4. Under General Settings, you can edit the main Success Message

Manage Queue: AAL Training

General User Access Question Form Email Email Templates Notifications SMS Social Media Language Back to Queue List

General Settings

Linked Form

Where is this form used?

Success Message

Shown when a question has been submitted (255 chars max).

Thank you! We will contact you when the question is answered. Save

5. OR set up a schedule to send out a different message depending on the time of day

(Optional) Show a different message when a question has been successfully submitted during off-hours. Define available hours.

Important: Enter hours in a 24 hour format (0-24) in your local time zone, and only enter whole numbers (i.e. no 9:30, or 20:15 - it can only be 9 and 20). To disable off-hours leave all fields below blank (or fill all fields with 0s). To enable off-hours for the whole day, enter 24 - 24 for that day.

Monday: You are available from to

Tuesday: You are available from to

Wednesday: You are available from to

Thursday: You are available from to

Friday: You are available from to

Saturday: You are available from to

Sunday: You are available from to

Off-Hours Success Message

Save