

# Exclaimer Cloud - Signatures for Office 365

## Frequently Asked Questions



exclaimer cloud  
signatures for office 365

## What web browsers will run Signatures for Office 365?

- Internet Explorer 9 or above (due to performance issues, we do not recommend Internet Explorer 8)
- Mozilla Firefox 10.x+
- Apple Safari 5 (Mac)
- Google Chrome 17.x

## How do I design signatures when I have no HTML skills?

Signatures for Office 365 is a fundamentally different email signature solution to any other on the market, be they cloud-based or on-premises. You design signatures using the world's only Office 365 drag-and-drop signature editor, which is within a user interface that is controlled via a web browser. It is built to be intuitive and easy to navigate, you can either choose a pre-built signature template from the template library, or build your own signature from scratch, just by dragging elements onto a template. You don't need to have ANY experience using HTML or have any specialist design skills.

## Can Signatures for Office 365 provide many different email signatures?

Yes, you can deploy as many email signatures as you want. For example, you could have specific language versions for users in different countries, signatures for different departments, ones with specific marketing content, a smaller reply signature etc.

## Can we have different email signatures for different groups/departments?

Yes, you can have different email signatures for as many groups as you wish. You can set up signatures for individual users based on details taken from the Office 365 Directory. You can also assign signatures to users based on specific user attributes, such as city or job title.

## Will users be able to see their email signatures?

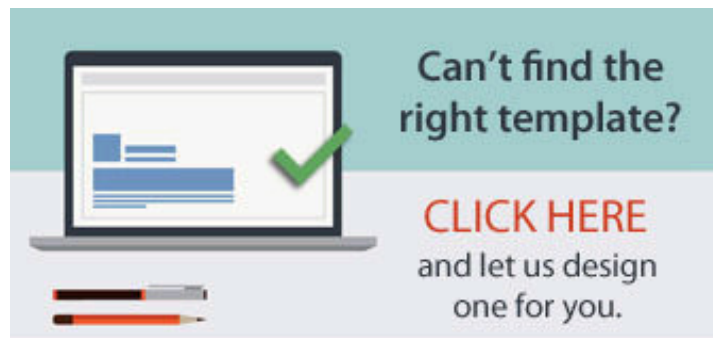
Yes, depending on your setup options. Exclaimer Cloud has three setup options; server-side only, client-side only, or server-side and client side.

The server-side setup means signatures are applied after an email is sent, your users will not be able to see the signature when they are composing an email but it will show in their Sent Items folder. With the client-side setup, users will be able to see and choose a signature in Outlook (Windows & desktop only) while composing an email.

## I need help building an email signature, what can I do?

We are constantly updating the template library, but if you can't find a design that you like or need help building a signature, we can help. Exclaimer has a team of professional template designers who can build an email signature to work within Exclaimer Cloud. All you need to do is provide an email signature design and we'll create the template for you!

Click the picture below, which will take you to the signature design service form.



## Can users have different signatures for internal and external emails?

Yes, you can easily create one version of your email signature for internal emails and one for external emails. You can create email signatures with a simple design for internal users and detailed ones with full contact details when sending to an external recipient.

## Does Signatures for Office 365 work on mobiles?

Yes, Signatures for Office 365 guarantees that all mobile devices that send email via Office 365 will have the same high-quality email signatures as desktop users. Users don't need to login to applications like OWA, Outlook for iOS or Outlook for Android either to get signatures added to their emails.

Among the mobile devices that will receive email signatures are:

- Windows smartphones and tablets.
- Apple iPhones and iPads.
- Android smartphones and tablets.
- BlackBerry® devices.

## Does Signatures for Office 365 work on Macs?

Yes, Signatures for Office 365 works on Macs in the same way as all other devices. Office 365 does not support Mac Mail, but with Signatures for Office 365, all Mac emails will have a signature added.

## How much does Signatures for Office 365 cost?

You pay on a per user per month basis, so you only pay for the amount of active mail users you need.

## Can I trial Signatures for Office 365?

Yes, you can sign up for a fully functional trial version of Signatures for Office 365 for 14 days. During your trial, the service will operate normally and all features will be available.

## How is the service licensed?

Licensing is based on the number of active mail users in your organization. You pay on a monthly basis for licensing.

## Do I get technical support?

Yes, you have access to full technical support even when you are in trial.

## Why do I need to manage email signatures?

Email is the most common form of communication used in businesses worldwide. It is very important that every email your organisation sends conveys the professionalism of your brand and complies with email disclaimer regulations.

Email signatures are difficult to manage on a corporate level. Users can tamper with signatures, important signature elements can be missed out, your IT department have to spend considerable time carrying out updates, your brand reputation can get damaged and you could even face legal action.

Customers, vendors and associates will judge your company by the look of your email and your signature.

- Around 260 billion emails, excluding spam, are sent daily.
- If you add together all the Facebook and Twitter updates, all the Google, Yahoo and Bing searches, and all the Internet page views, the resulting number is still only a quarter the number of emails sent per day.
- By 2016, there will be 4.3 billion email accounts.
- The average person spends at least two hours a day reading, composing and replying to email messages.

Email signatures also have marketing benefits and can be used as an advertisement for what you can offer your

customers.

- The average employee sends 35 emails a day. For example, in a 50-person office, you are looking at about 1,700 emails every day. Over a year, this could lead to 360,000 opportunities for you to market yourself that you might not be utilizing.

You can convert every email into a low-cost, high volume marketing tool that will reach a substantial audience.

## **Can't I just do this manually?**

IT administrators are familiar with having to visit every user's PC when it comes to carrying out email signature updates. This is often an arduous and repetitive task.

With the use of Signatures for Office 365, you can design an email signature via a web browser and update every signature in your organization quickly. You don't have to install anything, you don't have to set up and rules/policies and you don't need to have any IT or HTML skills.

## **Can't I just create an HTML email signature for Office 365 without a dedicated cloud service?**

Yes, but you would have to import it from another source as Office 365 is not equipped with an HTML editor. You would also have to manually deploy it across your organization, which is a time-consuming and laborious process.

Office 365 also doesn't let you embed images like logos, social media or banners. It cannot recognize images as separate elements, so every recipient will see all signature images as attachments.