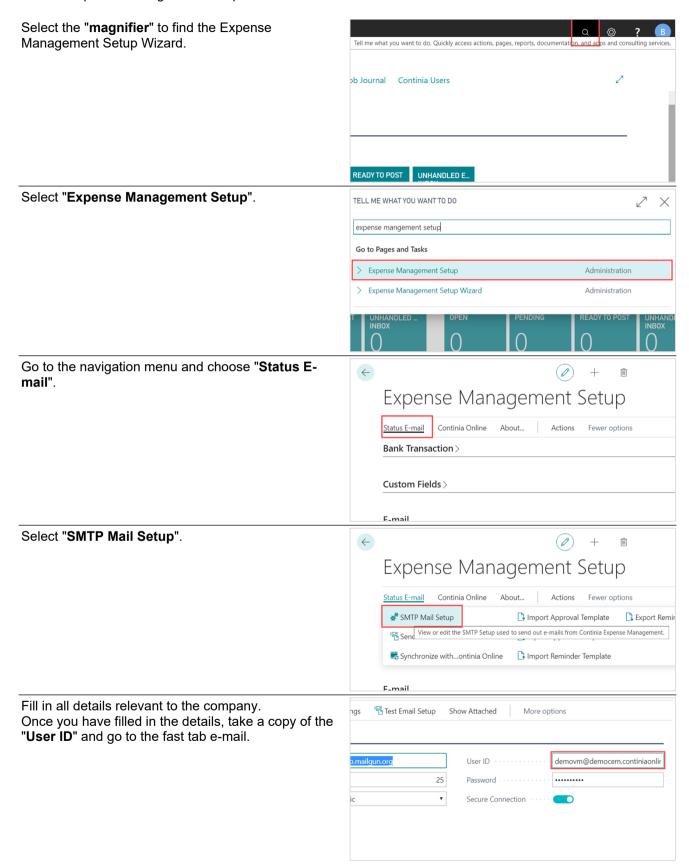


Before creating expense users, you must set up an SMTP mail setup for the company. This setup is necessary for Expense Management to send e-mails to expense users. The setup of the SMTP mail setup and e-mail is done in Expense Management Setup.





Go back using the "Back" button. SMTP Mail Setup General SMTP Server smtp.mailgun.org SMTP Server Port 25 Password Basic Open the fast tab "E-mail". Custom Fields > E-mail Approval E-Mail Subj... Your Expenses awaiting approval Dynamics NAV Server... Reminder E-Mail Subj... Your Expenses awaiting completic Dynamics NAV Server... Dynamics NAV Web S... Dynamics NAV Web S... demovm@democem.continiaonli Error E-Mail demovm@democem.continiaonli Dynamics NAV Web S... Fill in the "Sender Name" that you would like to Custom Fields > appear on e-mails sent to Expense users. Then paste in the "User ID", that you copied from the SMTP Mail E-mail setup, into "Sender E-mail". Approval E-Mail Subj... Your Expenses awaiting approval Dynamics NAV Server... Reminder E-Mail Subj... Your Expenses awaiting completic Dynamics NAV Server... Dynamics NAV Web S... Dynamics NAV Web S... demovm@democem.continiaonli demovm@democem.continiaonli Dynamics NAV Web S... Go to the field "Error E-Mail" and paste in the e-mail Custom Fields > that you copied from the "User ID" as well. E-mail Approval E-Mail Subj... Dynamics NAV Server... Your Expenses awaiting approval Reminder E-Mail Subj... Your Expenses awaiting completic Dynamics NAV Server... Sender Name Continia Demo Dynamics NAV Web S... demovm@democem.continiaonli Dynamics NAV Web S... Sender E-mail Error E-Mail Dynamics NAV Web S... demovm@democem.continiaonli To test if the setup is correct and that E-mails will be sent, go to the navigation menu "Status E-mail". Expense Management Setup Continia Online About... Actions Fewer options Bank Transaction > Custom Fields > F-mail



Then, you select "Send Test E-Mail", and a window \leftarrow will open to type in your e-mail. Expense Management Setup Status E-mail Continia Online About... Actions Fewer options SMTP Mail Setup Import Approval Template Export Remin Send Test E-Mail Export Approval Template Synchron Open a window to send out a test e-mail using the configured SMTP Settings. Type in your own E-mail and choose "OK". Continia ction> ds> Cancel Subj.. ds> Now a message will show the result if the setup is correct and the test E-mail is successful. Test e-mail has been sent to 'lsv@continia.com' based on your current SMTP settings. Subj. Please check your e-mail for messages to make sure that the email was delivered successfully. Press "OK" and check your E-mail inbox to see if you have received an E-mail. Test e-mail has been sent to 'lsv@continia.com' based on your current SMTP settings. Please check your e-mail for messages to make sure that the email was delivered successfully. The e-mail that you will receive looks like this. Now D you are ready to set up your expense users. Welcome to Continia Expense Management Username: |sv@continia.com|
Password: Click here to specify and activate your account When your account has been activated you can use Continia Expense Management the following ways:

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