

Alerts HTML

The Alerts HTML selection is used to manage the credit union's HTML alert pages. The files in this folder can be deleted, if needed, and new HTML files can be uploaded from their upload folder on their PC (C:\Datamatic). The picture below is for example purposes only.

ALERT TYPE	DATE
E-Statement Alert	Aug 17 2012
General News Alert	Jan 03 2012
Share Rate Alert	Jun 16 2016

Figure 1

The Credit Union should always run a test alert after uploading an HTML alert file to make sure it works as expected. The files uploaded should be .html or .htm files and should work in Internet Explorer when double clicked on in windows. The upload shows only the .html and .htm files in C:\datamatic.

These files need to be **HTML files** and NOT a Word Document. Credit Union's need to be able to author the HTML or have their web staff do that for them. Datamatic can help with one-time setup on these if necessary.

IMPORTANT:

The on-demand alerts type of **Missing Disclosure Alert** cannot be an HTML. The messages for this come from the "Alerts - Create On Demand" selection under Operations. The **News Alert Message** (same as General News Alert) can be done using either method.

Datamatic VIEW

Alerts - Create On-Demand

Create Quit

Alert Extract

Selection (All Alerts) S

Test Message Address

E-statements (No) N

Loan Rate Change (No) N

Share Rate Change (No) N

Visa Payment Reminder (No) N Due Date 25

Newsletter Update (No) N

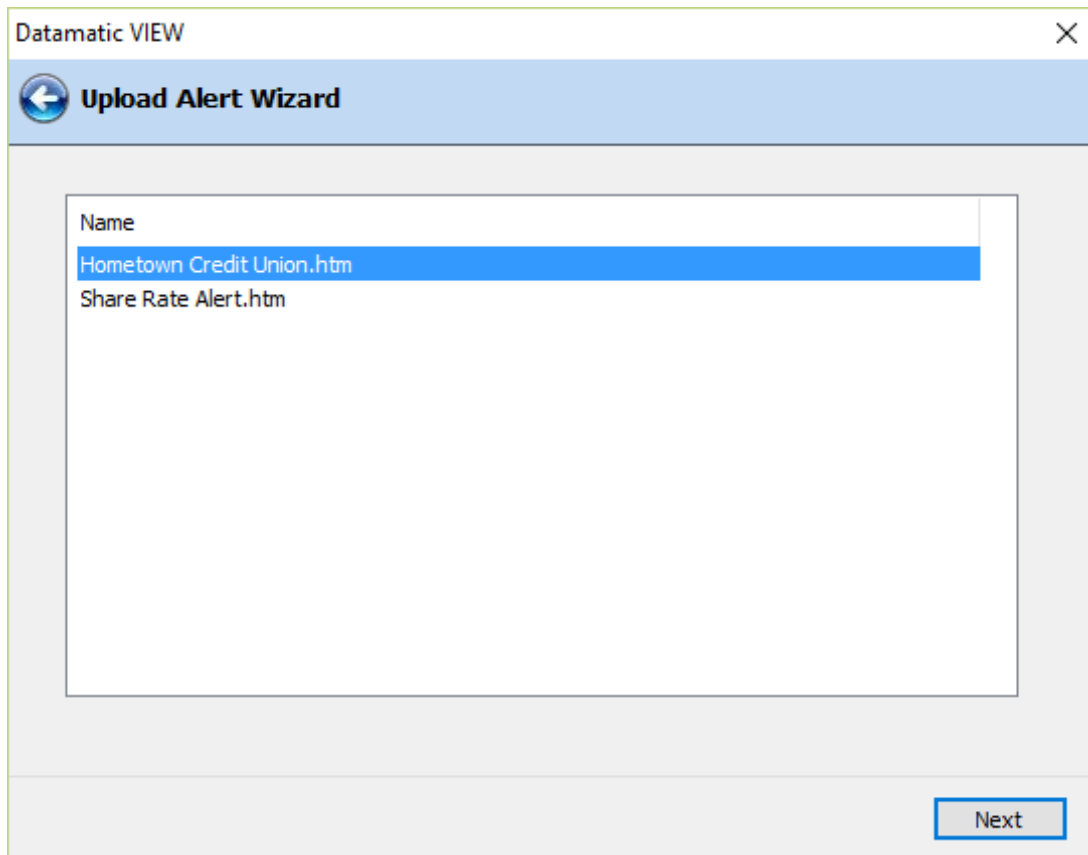
News Alert (No) N

News Alert Message:

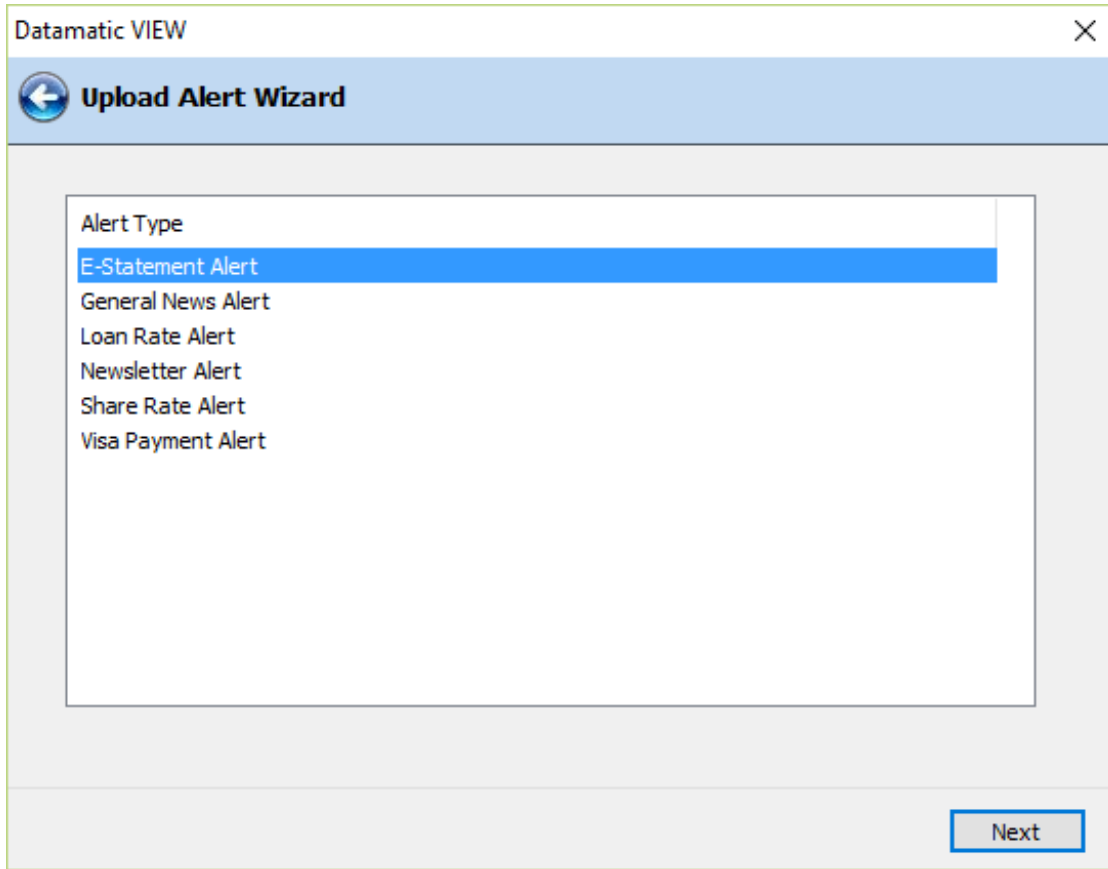
Missing Disclosure Alert (No) N

The message for the "Missing Disclosure Alert" alert is entered in the space provided. No HTML is needed. The message for the "News Alert Message" alert can be entered here or by using an HTML as described above.

To upload an .html file: Select the **Add** icon on the ribbon. The system displays the .html files in the C:\datamatic folder. Select the appropriate .html file then continue to the next window. The picture below is for example purposes only.

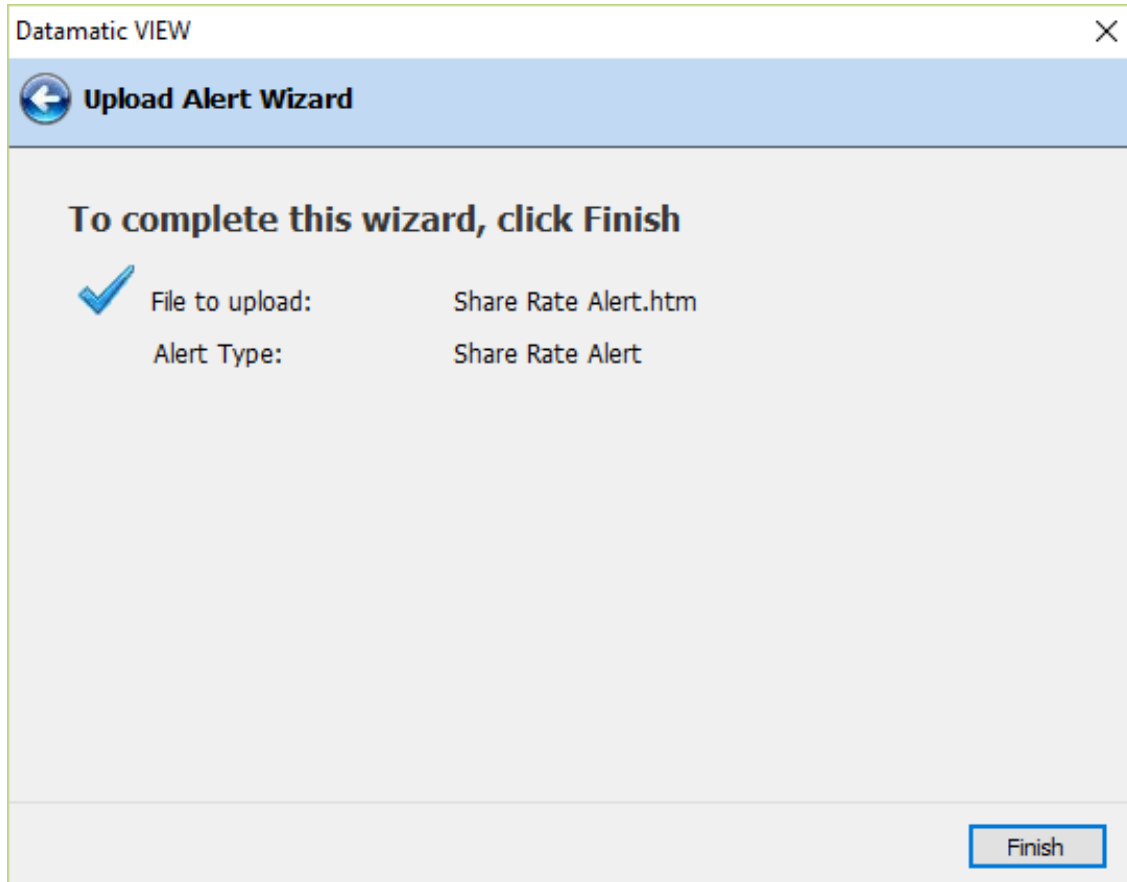


The system displays the alert types that require an HTML alert page, if being used by the credit union.



Select the alert type. Continue to the next window.

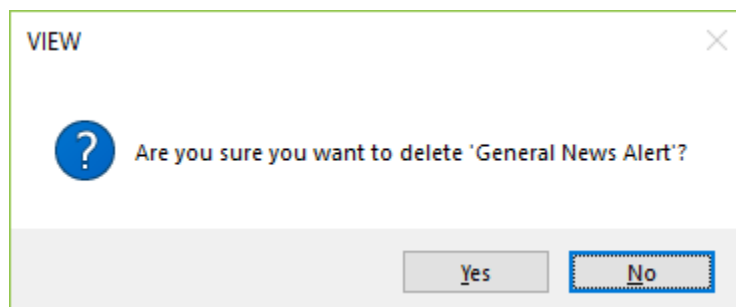
The system displays a preview window.



Select the Finish button to upload the HTML file.

Double click on the alert to display the **edit** Alert HTML window.

Select the **Delete** icon on the ribbon to delete an alert.



To proceed with deleting the alert, select yes. Otherwise, select no.