

Email erstellen in Service Champion

The screenshot shows the Service Champion home page. A green arrow points to the 'Neu ...' button in the top navigation bar. A second green arrow points to the 'Nachricht' option in the 'Neues Element anlegen' dropdown menu. The menu also includes options for Kunde, Vorgang, Nachricht, Auftrag, Objekt, Lieferant, Produkt, Eventtyp, and Ticket. A table with columns for dates and times is visible in the background.

1. Auf 'Neu' klicken

2. Auf 'Nachricht' klicken

The screenshot shows the 'Nachricht erstellen' (Create Message) form. A green arrow points to the 'Empfänger suchen' (Search Recipient) button. Another green arrow points to the '+' icon next to the recipient field, with a callout box that says 'Empfänger hinzufügen mit \'+\''. A third green arrow points to the 'CC hinzufügen' (Add CC) button, with a callout box that says 'Cc und Bcc Empfänger hinzufügen'. The form includes fields for 'An' (To), 'CC hinzufügen', 'BCC hinzufügen', 'Von (E-Mail)', and 'Betreff'. The recipient field contains '170512@forum.kunnesClub' and 'info@acc-solutions.ch'. The 'Von' field contains 'acc solutions Support'. The 'Betreff' field is empty. The form also has a 'Senden' button and an 'Als Entwurf speichern' (Save as Draft) button.

Empfänger suchen

Empfänger hinzufügen mit '+'

Cc und Bcc Empfänger hinzufügen

Keywords

Email erstellen, Email senden, Erste Schritte im Service Champion