



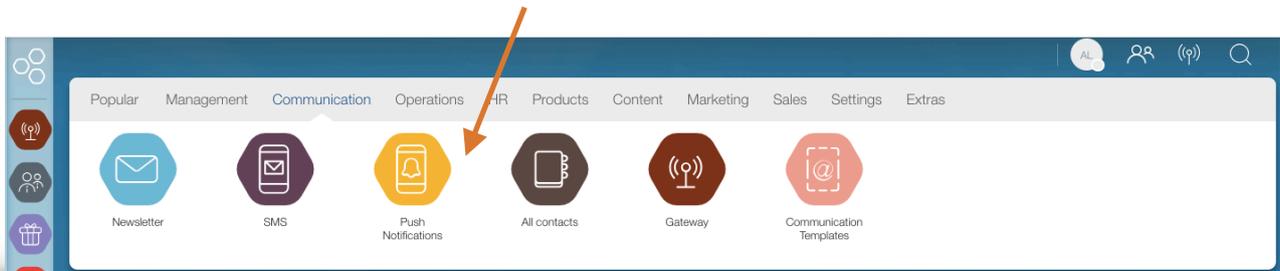
Push Notifications

Last update: February 16th 2023

Push Notifications

In order to send push notifications to your customers please follow the steps below:

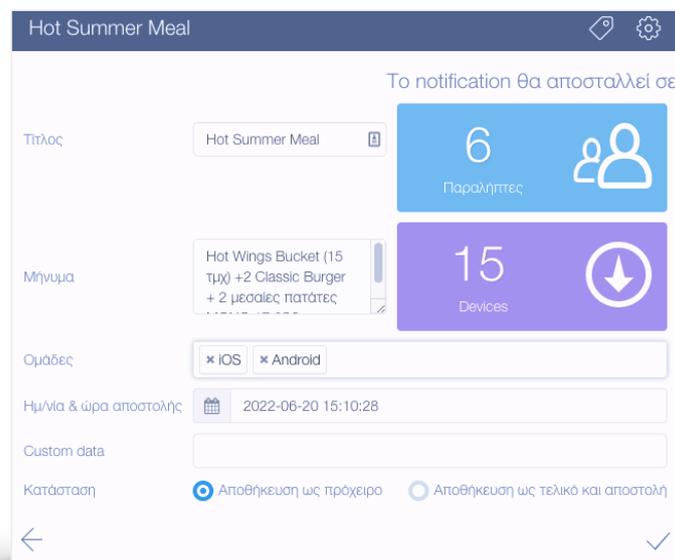
1. Launch the dashboard by clicking on the top icon on the left sidebar menu and then select the **Communication Category**, where you will find the **Push Notification app** inside.



2. Once you open the Push Notifications App, press the “+” icon to add a new push notification. It will open a new form where you are able to fill in the required fields.



3. You should fill in the following sections to create a new push notification:

A screenshot of the form to create a new push notification. The form is titled 'Hot Summer Meal' and has a subtitle 'Το notification θα αποσταλλεί σε'. The form has several sections: 'Τίτλος' (Title) with the value 'Hot Summer Meal'; 'Μήνυμα' (Message) with the value 'Hot Wings Bucket (15 τμχ) +2 Classic Burger + 2 μεσαίες πατάτες'; 'Ομάδες' (Groups) with 'IOS' and 'Android' selected; 'Ημ/νία & ώρα αποστολής' (Send Date & Time) with the value '2022-06-20 15:10:28'; 'Custom data' (empty); and 'Κατάσταση' (Status) with 'Αποθήκευση ως πρόχειρο' (Save as draft) selected. There are also two summary cards: one for '6 Παραλήπτες' (6 Recipients) and one for '15 Devices'. A back arrow is at the bottom left and a checkmark is at the bottom right.

- **Title** – Add the push notification’s title.
- **Message** – Add the content/message (text) of the notification.
- **Groups** – Select the target groups to which the notification will be sent (iOS, Android).
- **Date** – **Optional field:** Select the day and time you want the push notification to be sent in the future. Ignore this step if you wish the push notification to be sent immediately after its creation.
- **Status** – Select “Save as draft” if you wish to create the push notification, make corrections or additions and send it at an indefinite time in the future or “Save and send” to complete the sending based on the settings you have defined.

Note: The push notification recipients may have logged in from multiple devices, changed or upgraded their device which takes a new Unique Device ID (UDID). So it is normal for the number of recipients to be different than the number of devices.

4. After creating a new push notification, to **SAVE** the record click the **CHECK** mark on the bottom right corner. In order to close the form without saving, click the **Arrow** on the bottom left corner.



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Any Question?

Contact us:

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