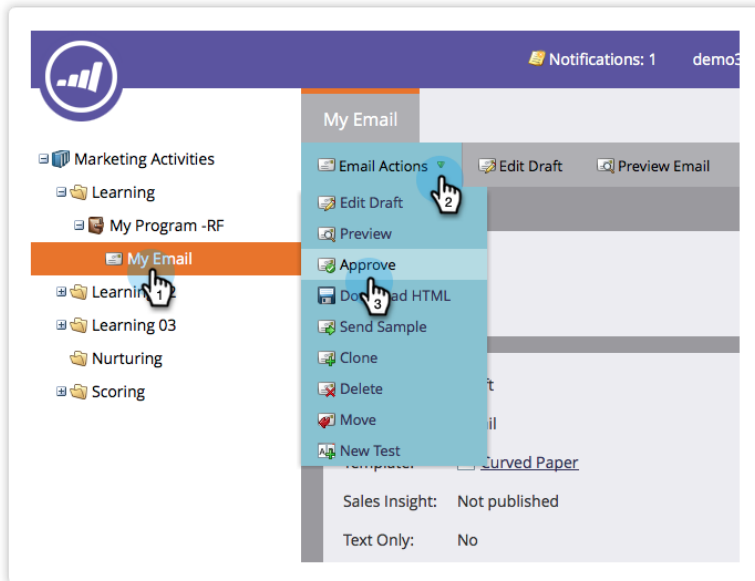


Approve an email

Emails start in draft state. They are unavailable in the system until you approve them. When you edit, you are editing a draft. When you approve a draft it becomes live (ready for distribution, and will go out automatically at the time you have scheduled)

1. Find and select your email under Email Actions
2. Click on Approve.



You will notice the email icon will have a green check mark once it is approved.

