





# **Emails & Newsletters Training Agenda**

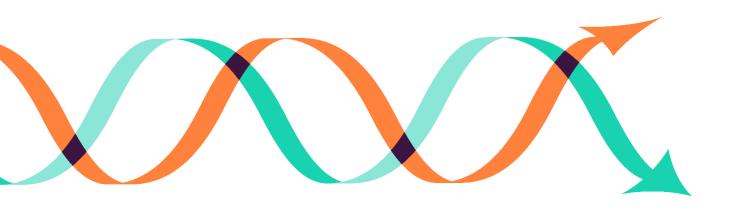
NASC Getting to know ReadyMembership

National Access & Scaffolding Confederation (NASC)

Membership Software Version 1.0 2 October 2025

Pixl8 Group Ltd

Scott House, Suite 1, The Concourse Waterloo Station, London SE1 7LY 020 7720 4545





# Training agenda

Area	Covered
Email centre settings	General Settings
	Suppression Settings
	Unsubscribe page
Email Centre	System Emails
	Email Lists
	Email list categories
	Unsubscribe Reasons
	Layouts
	Blueprints
	Logs
	Email content library
Email Centre Newsletters	Set up
Email lists	Set up
Scheduled emails	How to set up
Suppression list	How does it work?

# Action items

- What emails do you send out regularly and how frequently?
- Who do you email and do you have email lists?
- What would each of these different email types contain?



# Related Videos and User Guides

Access to Videos & User Guides on the Knowledge Hub will require you to be logged in on your ReadyMembership platform first.

### Walkthrough Videos

- Email centre settings
- Email centre (next level)
- Email centre (advanced)
- Email centre newsletters

#### **User Guides**

Guides coming soon!

### **Notes**

[insert]