

# Setting Up Email Capability in Agvance

Last Modified on 08/21/2024 3:08 pm CDT

Emails can be sent from Agvance by setting up the *Mail Host* information on the *Company Preferences* window.

In Version 7.0.25780 and up, everywhere that sends an email through API or Windows Agvance will require the *Mail Host* and *Address* information be fully populated. The *Email Address* on the User setup will only be used as a *Reply To* address. The *From* will ALWAYS be the email set up here. For those using Send Grid to send CRM emails (using CRM only), it can still be set up to use *agvancecrm@agvance.net* as the *From* address.

If this is not filled out, there is NO emailing inside the application. To send any of the below options, the *Mail Host* and *Port* always need set up for the items below and the User must be set up to send these. Only the full *Mail Host* information needs populated. Some will still require a User's email for the Reply To:

- Agvance Reports (using *Send Email* when previewing)
- AP PO Approver Emails
- Windows Dispatch (completed job emails)
- Purchase Orders (emailing to Vendors)
- AP ACH (email notifications to Vendors)
- Emails generated from AgvAgent for PDF output
- Emails to Energy Drivers from Energy Work Order or Call-In option
- Emails from Mobile Sales through the API

## Setting Up the Mail Host

To send e-mails from Agvance, a *Mail Host* address must be entered at *Hub / Setup / Company Preferences*.

The screenshot shows a 'Preferences' window with several tabs: General, Field, Customer, Product, Farm, Grain Scale Interface, and API. The 'General' tab is active. It contains the following settings:

- Login Using Windows User
- Use ThinPrint Printer Driver
- Allow users to login from multiple machines
- Mail Host**
  - Mail Host:  Port:   Use SSL
  - If no Mail Host Port is specified, default port 587 will be used.
  - Mail Host Email**
    - Address:  Password:
    - Mail Host and Port must be filled out if using Mail Host Email
  - Default timeout for email link (# of days):
- Filter Invalid Databases
- Prop 65 Cancer Warning Statement**
- Prop 65 Developmental Warning Statement**

At the bottom right, there is a 'Web API Database Connection Information' section with an 'API Database ID' field containing 'API Database ID', a link 'Contact SSI Support to complete your setup', and buttons 'Set Database ID' and 'Activate Mobile Sales'. At the bottom of the window are buttons for 'AGIS Setup', 'KwikTag Setup', 'Print', 'Save', and 'Cancel'.

The *Mail Host* address can usually be found by searching the domain name (the last part of the email address, i.e. *gmail.com*) at <http://mxtoolbox.com>. This site can often discover the IP address of the *Mail Host*, which is also usable.

**Note:** It may be necessary to contact an IT provider to help gather this information.