Application of the SMS Google Calendar module

Summary

Introduction

Thanks to the Google Calendar SMS service developed by smsmode©, you can automatically send SMS messages based on the events scheduled in your Google Calendar.

You'll be able to :
- set appointment reminders
- Reminders for bookings,
- automate event notifications…

Requirements

- Contact our team to access the Google Calendar module
- Format your Google Calendar events using our template (see next page)
- Set up the link between your smsmode© accounts and Google Calendar and configure the message sent (see next page)

1

Formatting Google Calendar events

When creating an event on Google Calendar, **you must fill in the following fields**:

Name of event

Appointment start date and time

These fields are used to define when SMS messages are sent.

Description

It is absolutely necessary that you enter the mobile number of the recipient of the notification in this field.

• numbers must not contain spaces, hyphens or full stops; they can be of either '+33600000000' or '0600000000' type.

• only mobile numbers will be taken into account (no SMS notification can be sent to a landline!) - only the first number will be taken into account.

• adding extra text will not disrupt the process.

Agenda

Select the calendar containing the events you wish to notify.

2

Activate the link between your smsmode© and Google Calendar accounts

On your smsmode© customer area

• Log in to your smsmode© account
• Go to the 'Calendar' tab on the left
• On this page, click on 'Add a Google Account'.

On your Google Calendar space

On the Google page that opened automatically, follow Google's instructions.

✅ **Your two accounts are now linked!**

ⓘ You can synchronise as many Google Calendar accounts as you like with your personal smsmode© account, repeating this procedure as many times as necessary.
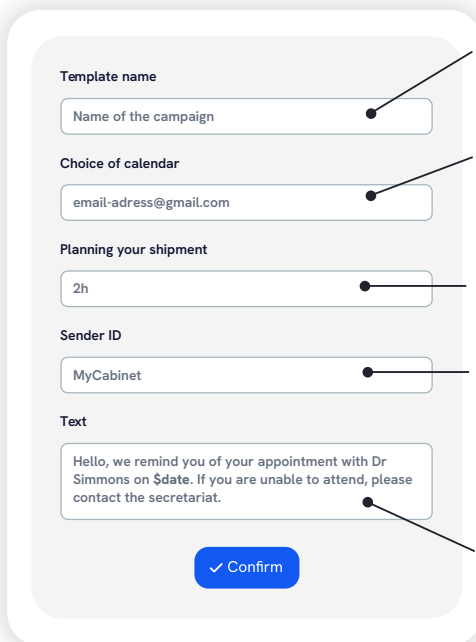
ⓘ You can remove the link between your smsmode© and Google Calendar accounts at any time. To do this, on the 'Calendar' page of your smsmode© customer area, tick the box opposite the email address of your Google Calendar and then click on the 'Delete' button. The access authorisations to your calendar information will be permanently revoked and all linked templates will also be deleted.

3

Set SMS reminders

In the 'Calendar' section of your smsmode© customer area, click on the 'Action' icon opposite your e-mail address, then complete the following form:

Template name

Name of the campaign

Choice of calendar

email-adress@gmail.com

Planning your shipment

2h

Sender ID

MyCabinet

Text

Hello, we remind you of your appointment with Dr Simmons on $date. If you are unable to attend, please contact the secretariat.

✓ Confirm

Template name

It identifies your model in the list of messages (this will have no effect on the SMS sent).

Choice of calendar

Select the calendar containing the events you wish to notify.

Planning your shipment

This parameter corresponds to the delay before the appointment time (48h: the message will be sent 2 days before the appointment time).

Sender ID

This field lets you display a name as the sender (instead of the default 5-digit short number).

❗ **Please note:** the personalised sender must contain a maximum of 11 characters, with no spaces or special characters (no accented letters!).

Text message

Enter the content of the SMS message that will be sent to your users. The start date of the appointment can be added to the message by adding the variable: $date (which will display the following personalised text 'day/month at hour:minute', i.e. 13 characters).

❗ **Please note:** if you send more than 160 characters, each SMS sent will count double!

✅ **Your event notification SMS messages are now sent automatically!**

> **i** You can change the text of the message sent or the delivery schedule at any time by clicking on the 'Pencil' button and performing step 4 above.
>
> **i** You can delete a Google Calendar SMS campaign at any time by ticking the box next to the template and then clicking the 'Delete' button.

Conditions of use

Service charges	Subscription from **€9 per month**
User fees	The cost of text messages sent **(from €0.0312 per SMS sent)**

Intelligent, secure and fun customer connections.

Need more informations ?
Contact us.

www.smsmode.com