

KIWILINK SMS SERVICE

How to send SMS with Kiwilink:

It is very simple and easy to send SMS with Kiwilink. You will need to be logged into the link below with your username and password that was sent to your e-mail. Please contact us if you would like to change your password, so we have a record of your password change.

Sending SMS via Web browser:

Login: <http://121.241.242.114/websms/kiwilink>

Username: ki1-

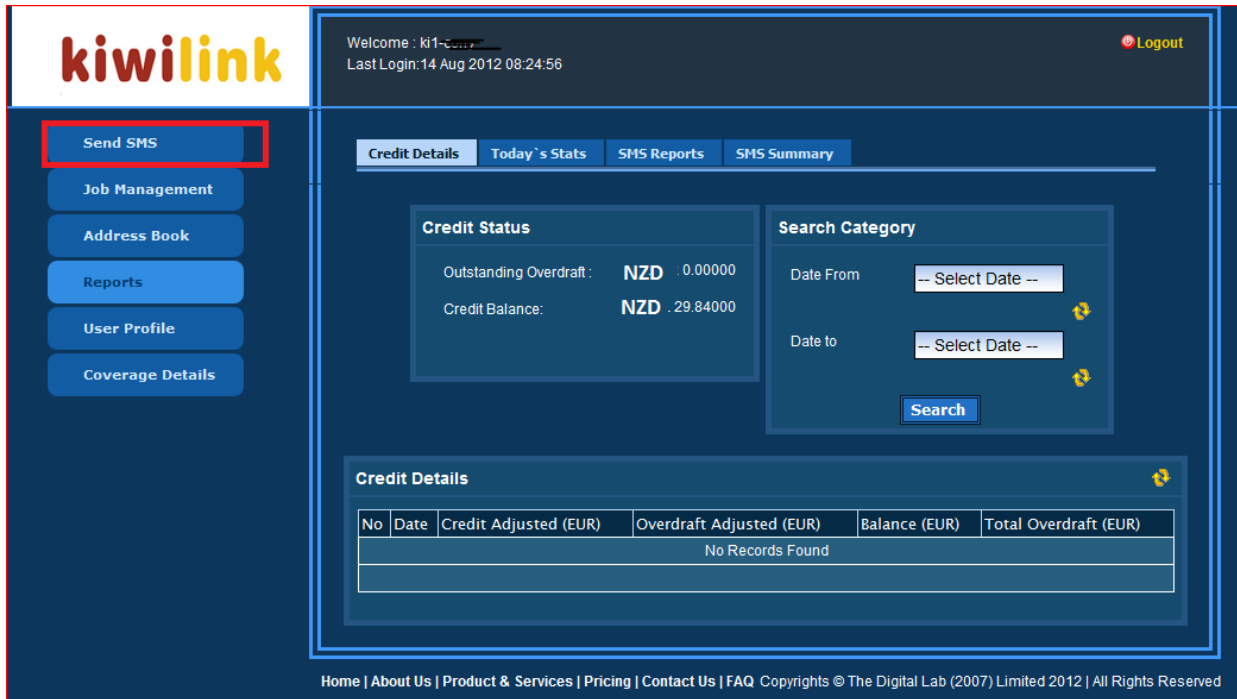
Password: _____



Please click on client login on the left panel, and it will take you to the page shown below.



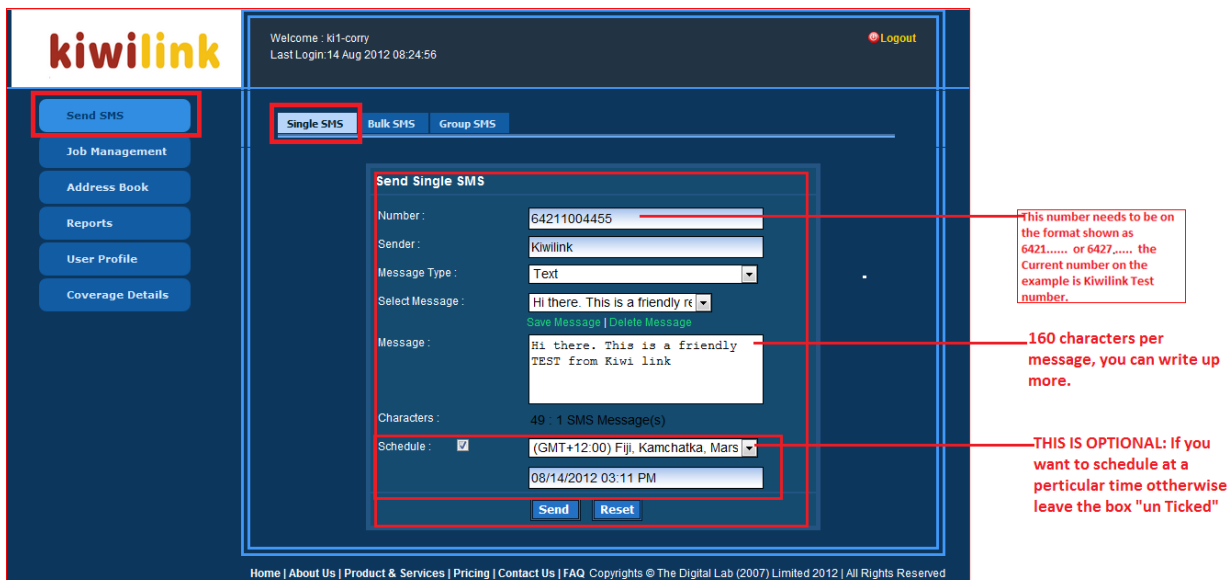
Main menu:



On Reports: You can see the status of your account. You can check your Credits, SMS Reports and find out everything that is happening to your account. Keep an eye on your credits.

Sending Single SMS:

Click on the “Send SMS” from the left pane. It will display you with a similar page as below. As per the image below, you will need to adjust the formatting of your SMS. Insert the numbers you want to send an SMS, choose the message type and put in all the details of the message and press send. When scheduling a message, you will need to Select (GMT+12:00).



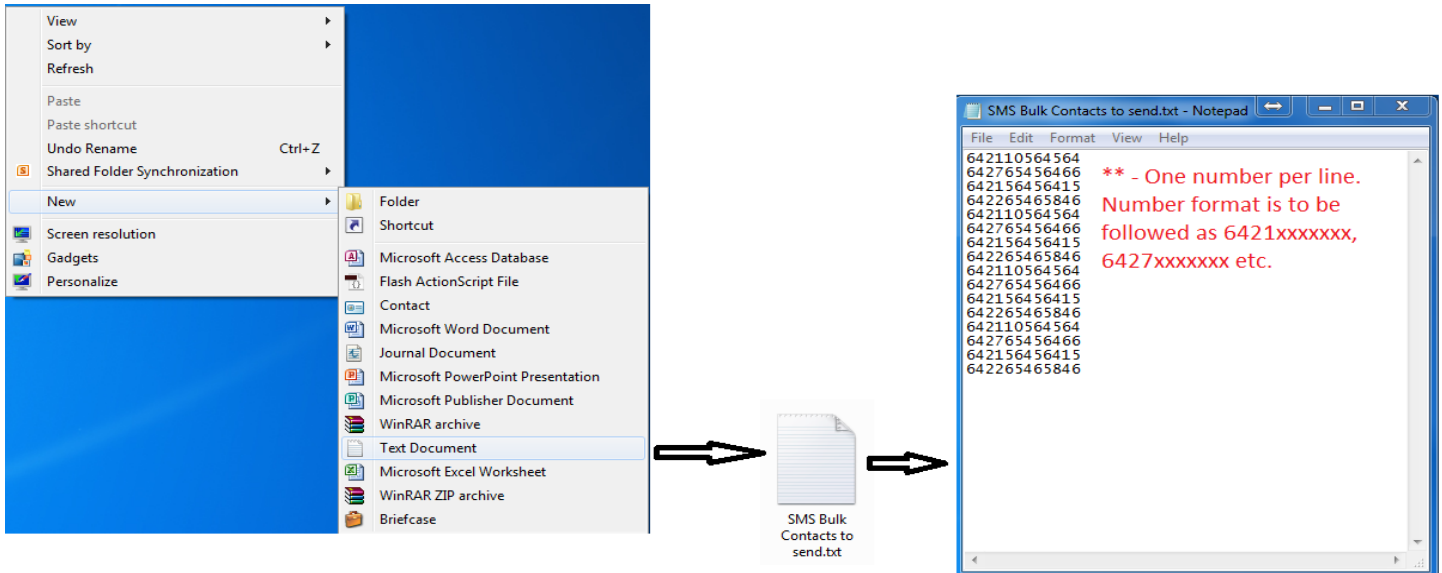
Note: Information on how to use SMS Kiwilink will appear on your screen when you put the mouse into any of the insert boxes.

Sending Bulk SMS:

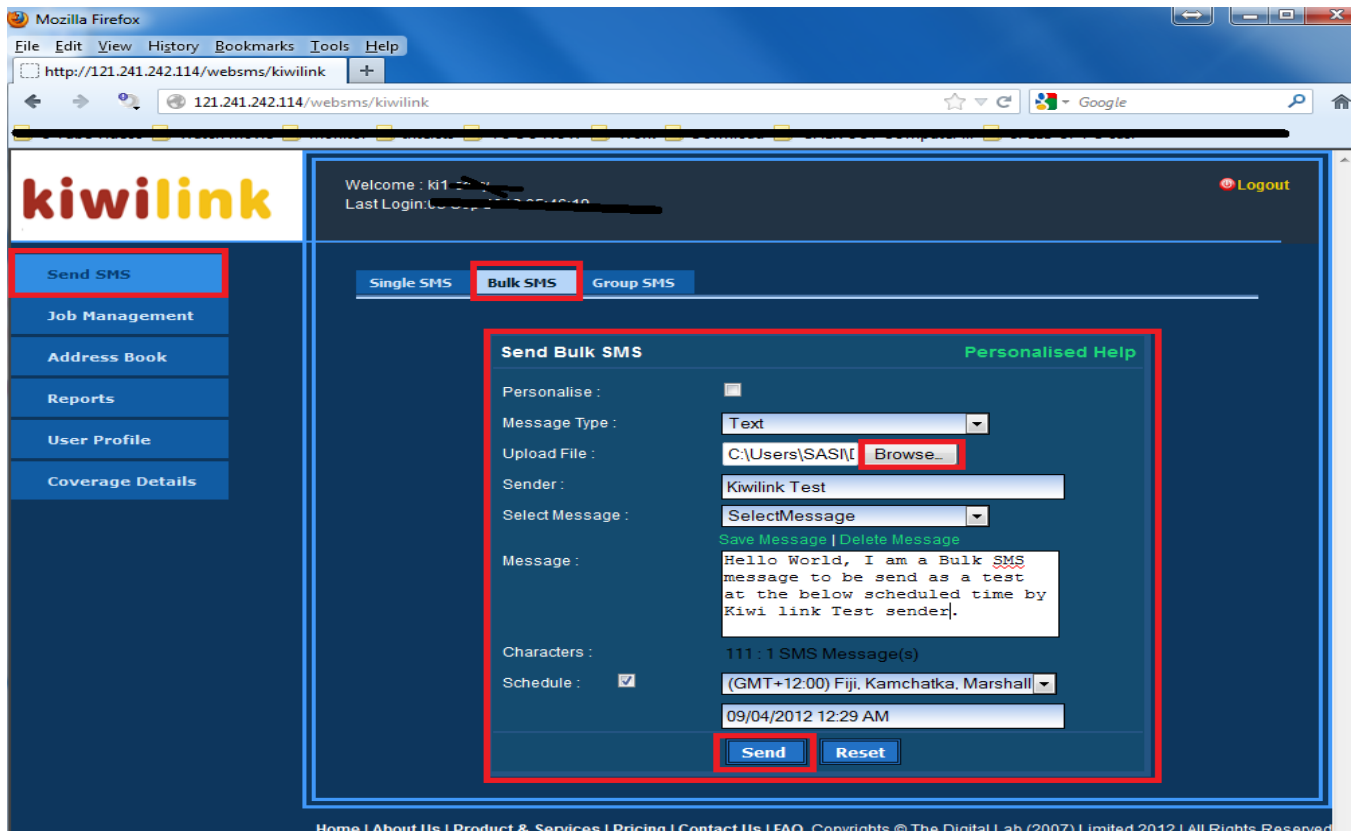
Preparation-

1. Create a New Note pad file:

Open up a new Note Pad file by right clicking on your desktop and selecting Text Document option. Once Selected save it in a place where it is easy to be accessed by. Once saved, put in all your number and save the Note Pad file. Follow the image below.



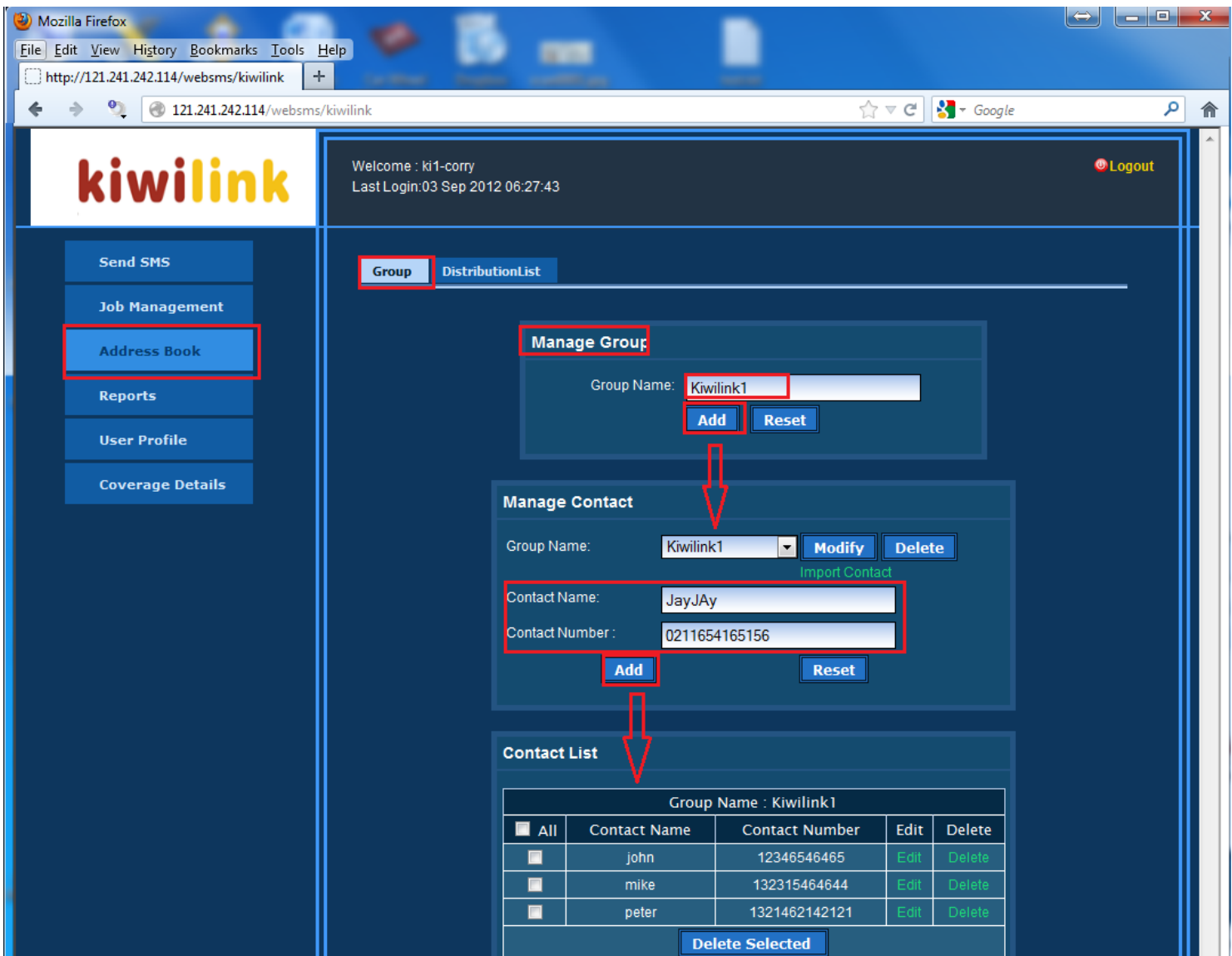
2. Click on Bulk SMS and browse to the created notepad file and following the template as below to SEND the message to everyone. NOTE: Scheduling has been selected below, as an option. You can un-tick if you are sending this Bulk Message straightaway.



Sending Group SMS:

Preparation-

Go to Address Book and create a new Group and the group member's names and numbers. E.g. Office Staff. This will make it easy when you want to send a SMS to particular group of people straightway.

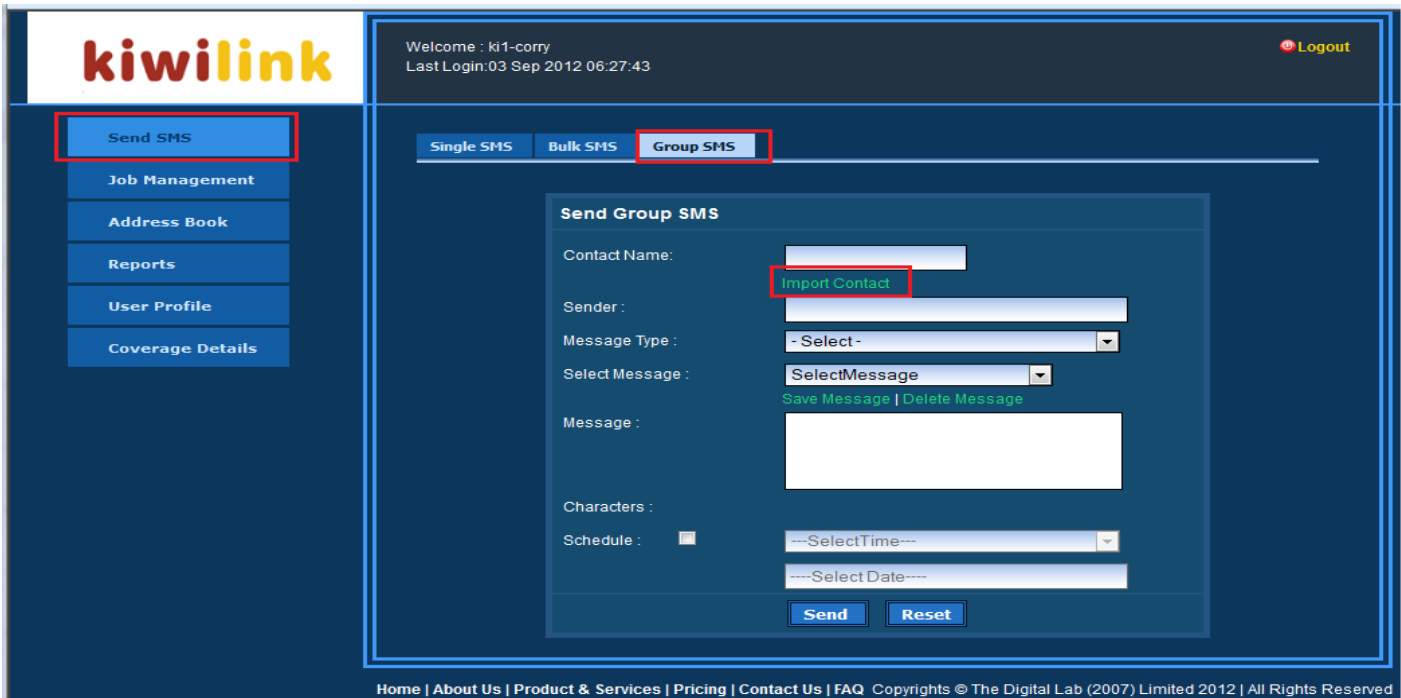


The screenshot shows the kiwilink web interface in a Mozilla Firefox browser. The address bar shows the URL <http://121.241.242.114/websms/kiwilink>. The interface includes a sidebar with navigation links: Send SMS, Job Management, Address Book (highlighted with a red box), Reports, User Profile, and Coverage Details. The main content area shows a welcome message for user 'ki1-corry' and a 'Logout' link. Below this, there are two tabs: 'Group' (highlighted with a red box) and 'DistributionList'. The 'Manage Group' section has a 'Group Name' field with 'Kiwilink1' and 'Add' and 'Reset' buttons. A red arrow points from the 'Add' button to the 'Manage Contact' section. The 'Manage Contact' section has a 'Group Name' dropdown set to 'Kiwilink1', 'Contact Name' field with 'JayJAy', and 'Contact Number' field with '0211654165156'. There are 'Add' and 'Reset' buttons. A red arrow points from the 'Add' button to the 'Contact List' section. The 'Contact List' section shows a table with the following data:

Group Name : Kiwilink1				
<input type="checkbox"/> All	Contact Name	Contact Number	Edit	Delete
<input type="checkbox"/>	john	12346546465	Edit	Delete
<input type="checkbox"/>	mike	132315464644	Edit	Delete
<input type="checkbox"/>	peter	1321462142121	Edit	Delete

Below the table is a 'Delete Selected' button.

Now to send the SMS we need to click on Import contact, to bring our pre-entered list of contacts.



Welcome : ki1-corry
Last Login:03 Sep 2012 06:27:43

Logout

Send SMS

Job Management

Address Book

Reports

User Profile

Coverage Details

Single SMS Bulk SMS Group SMS

Send Group SMS

Contact Name:

Sender :

Message Type :

Select Message :

Save Message | Delete Message

Message :

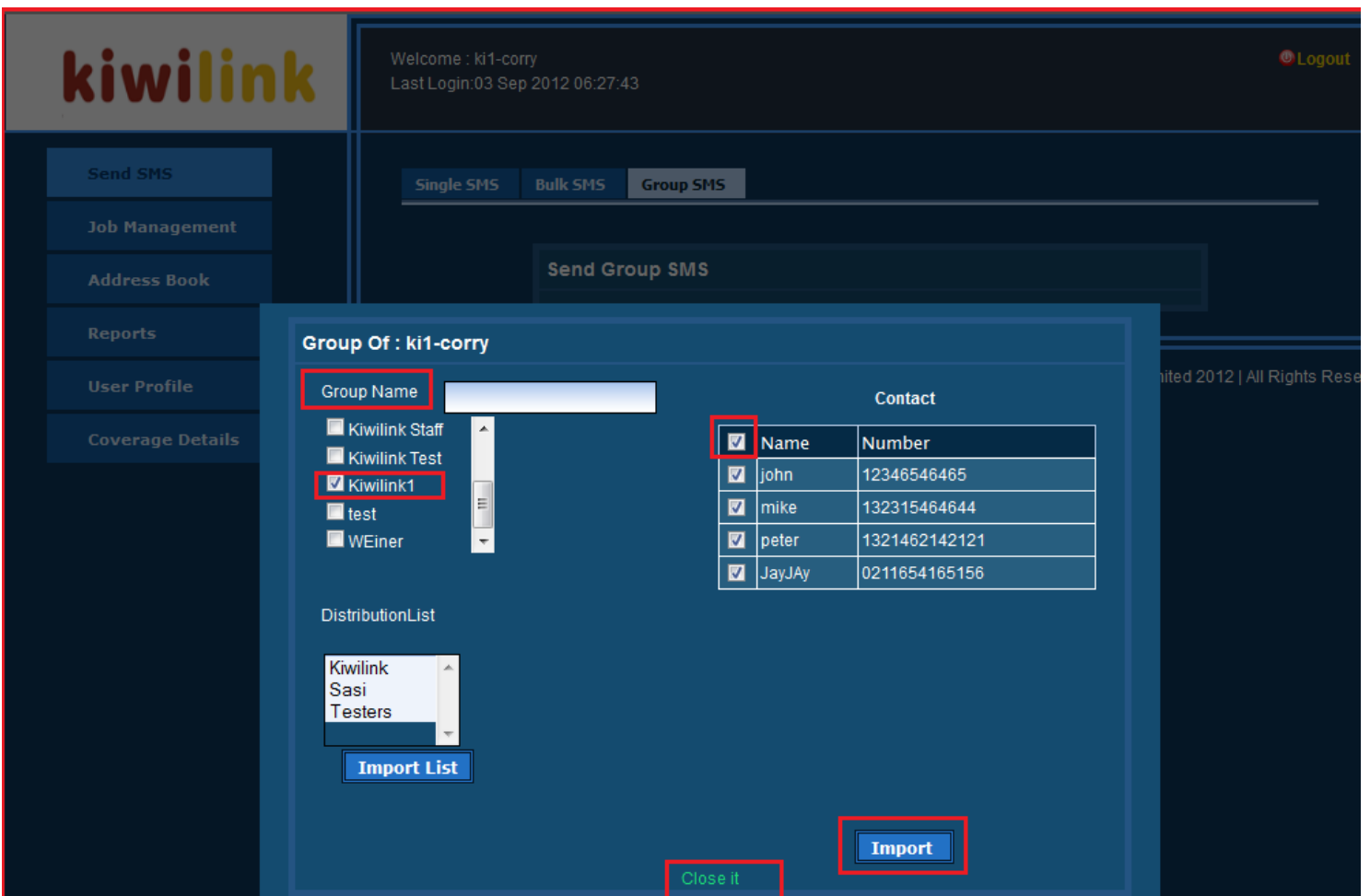
Characters :

Schedule : ☐

Send Reset

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We then select the particular senders from the group or click on the Box next to Name and it will select the whole group members for you to send the SMS.



Welcome : ki1-corry
Last Login:03 Sep 2012 06:27:43

Logout

Send SMS

Job Management

Address Book

Reports

User Profile

Coverage Details

Single SMS Bulk SMS Group SMS

Send Group SMS

Group Of : ki1-corry

Group Name

☐ Kiwilink Staff

☐ Kiwilink Test

☒ Kiwilink1

☐ test

☐ WEiner

DistributionList

Kiwilink

Sasi

Testers

Import List

Name	Number
john	12346546465
mike	132315464644
peter	1321462142121
JayJay	0211654165156

Close it

Import

We now finalize the format of this Group SMS to send it for the selected people.

Single SMS

Bulk SMS

Group SMS

Send Group SMS

Contact Name:

john,mike,peter,JayJA

Import Contact

Sender :

Kiwilink TEST

Message Type :

Text

Select Message :

SelectMessage

Save Message | Delete Message

Message :

Hello Wold, this is Kiwi link
Testing

Characters :

37 : 1 SMS Message(s)

Schedule :

☐

---SelectTime---

---Select Date---

Send

Reset

Sending SMS via Kiwilink SMS Software:

To download that software please go to the below link and download it to your computer.

<https://www.dropbox.com/s/9vd6hhe76gggy3b/Kiwilink%20BulkSmsDesktopSetup%20.msi>

The interface screen of this software will look exactly like the interface from the web browser: The above guides should help with sending messages from this software as well.



If you are still having any trouble getting this to work, either email us at support@kiwilink.co.nz or call us on **0800 894 198**.

Thank you.