



# Camp & Class Manager 10.9 Release Notes

---

Release Date	Tuesday, July 21 <sup>st</sup> , 2020
Release Overview	Merge Field Enhancements
Market/Strategic Goals	Product milestones and usability enhancements
Target Customers	Lite and Plus Customers

# Camp and Class Manager Release Notes

## Merge Field Enhancements

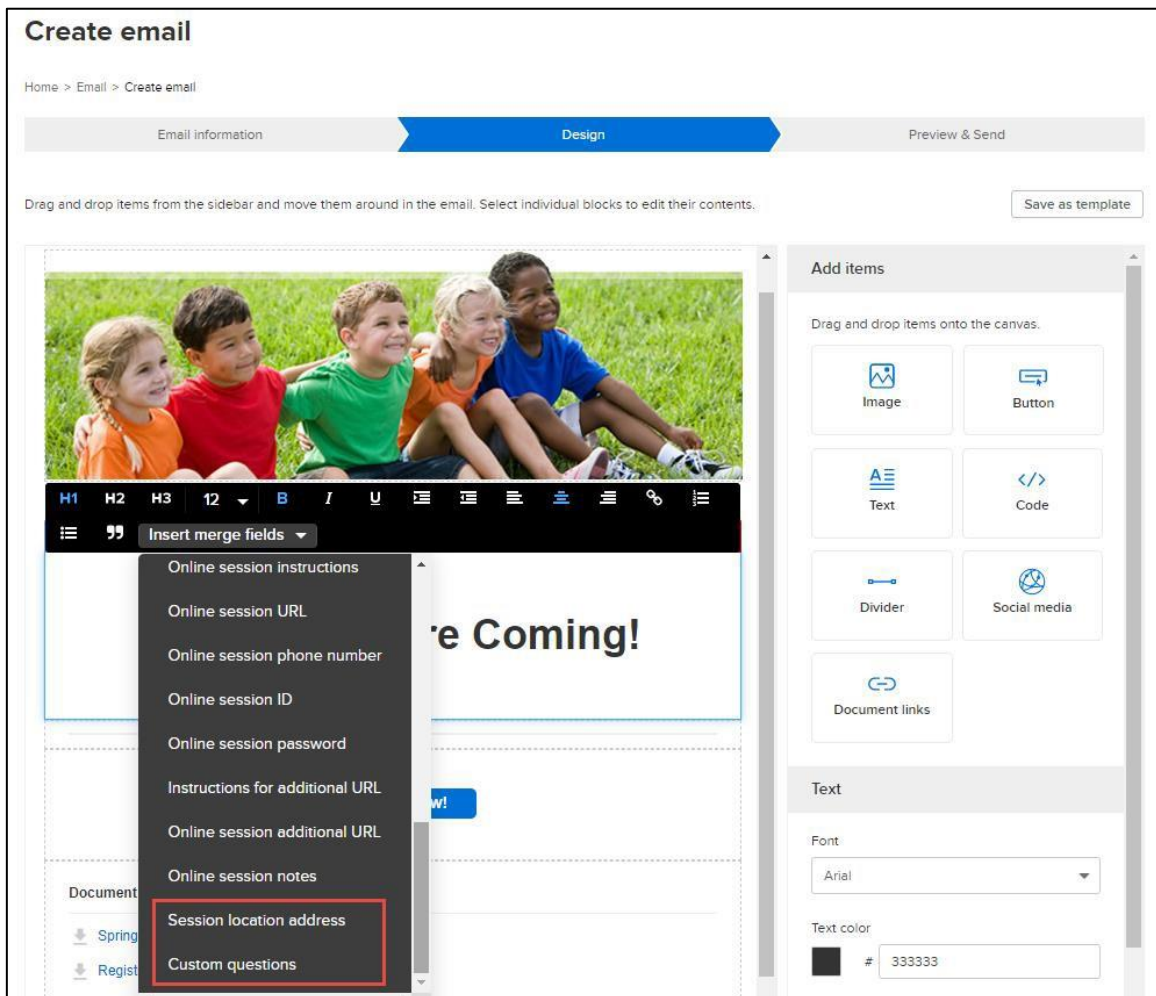
The following merge fields are now available in broadcast emails and confirmation emails:

### **Broadcast Emails:**

When creating a broadcast email via:

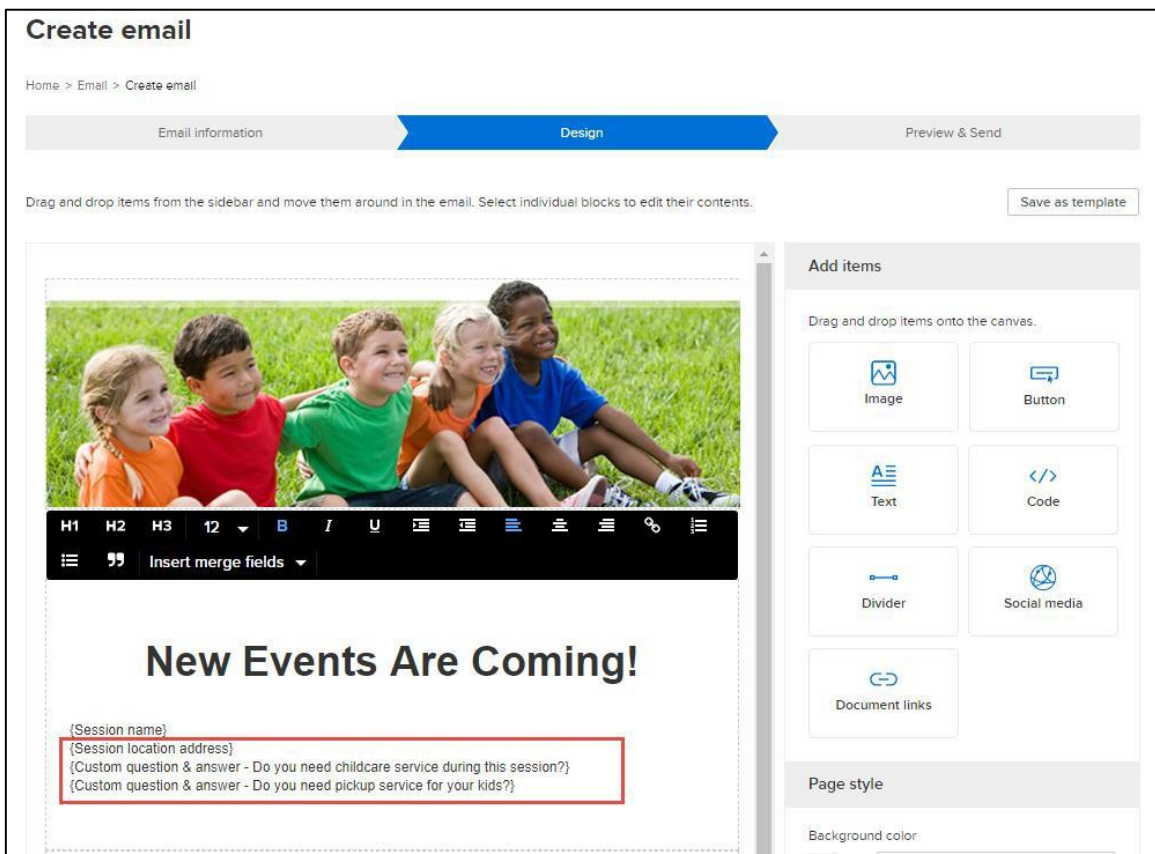
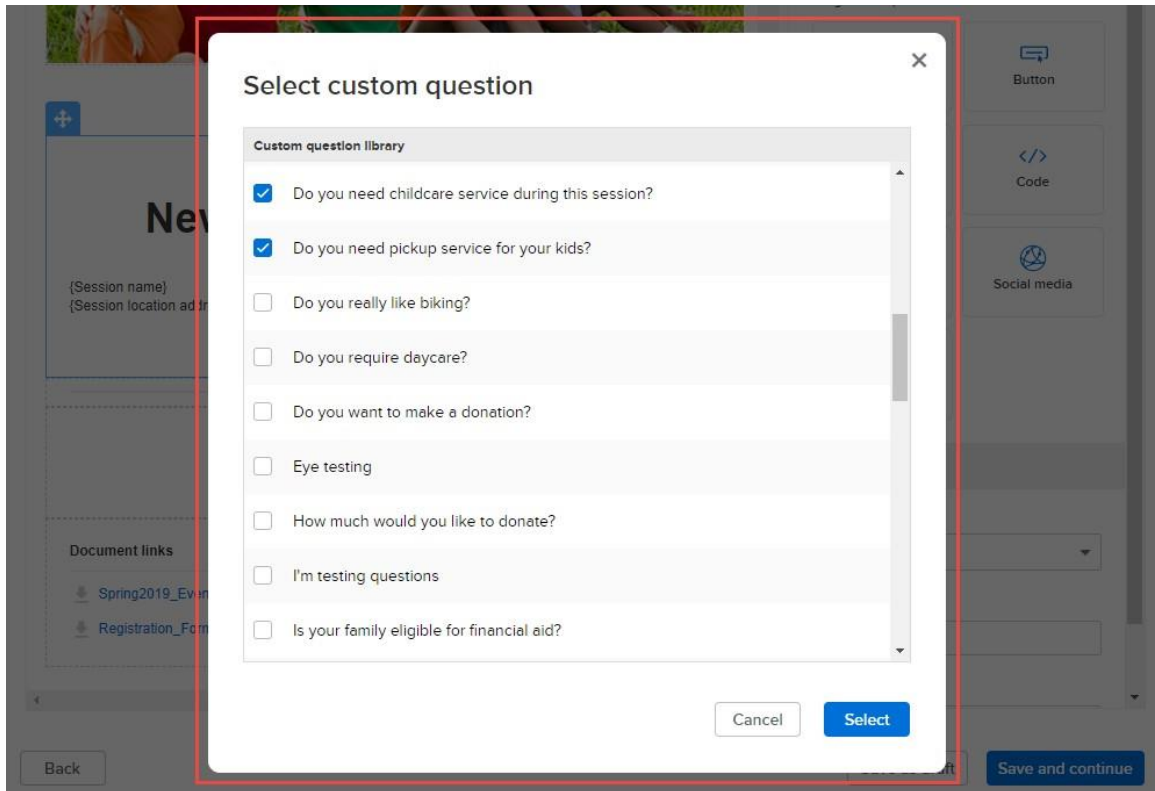
- **Email tab > New > New email/New template/New campaign/New reminder**
- **Home tab > a season > Sessions > Send email**
- **Home tab > a season > Reports > a report > selecting recipients > Email selected people** (note: not available in all reports)
- **Finance tab > Reports > a report > selecting recipients > Send email** (note: not available in all reports)

Agency users can now add the **{Session location address}** or **{Custom questions}** merge fields to the email from the **Design step > Text item > Insert merge fields** dropdown:



When inserting the **{Custom questions}** merge field, agency users can select up to 100 custom questions from the **Custom question library** (which contains agency-level registration form and follow-up form custom questions). The selected questions and the most-recent answers submitted by the registrant are included in the sent email.

## Camp and Class Manager Release Notes



The following screenshot is an example of a test email that includes both the **{Session location address}** and **{Custom question}** merge fields:


## Camp and Class Manager Release Notes

[lv-qa] Hi John, welcome to the Session One class!

Public Contact <noreply@active.com>  
To Jiang, Kay

Retention Policy Active Network Default Retention Policy (2 years) Expires 7/13/2022  
Mon 7/13/2020 3:45 PM

If there are problems with how this message is displayed, click here to view it in a web browser.



### New Events Are Coming!

Session One  
717 N Harwood St Ste 2500  
Dallas, TX 75201  
United States  
Q: Do you need childcare service during this session?  
A: This is the answer.  
Q: Do you need pickup service for your kids?  
A: This is the answer.

Register Now!

### Note:

- In broadcast emails for online sessions, even if the email templates include the **{Session location address}** merge field, session location addresses are NOT displayed in the sent emails.
- The **{Session location address}** and **{Custom questions}** merge fields are not available when creating an email from the family view (**People** > a person > **Send email**) or registrant view (a season > **Sessions** > **Send email** or **People** > a person > a registered season > **View** > **Send email**), even if the email is created from a template that includes these merge fields.
- When agency users edit or delete a custom question, the change is reflected in the **Custom question library** and in emails and templates that include this question in the inserted **{Custom questions}** merge field.
- If a selected custom question does not have an answer, then the question is displayed in the sent email with a blank answer field.

### Confirmation Emails:

In confirmation emails (**Home** > a season > **Setup** > **Confirmation email**), the default **Registration Summary** section now includes a new **{Location address}** merge field to display the session location address in sent confirmation emails:

## Camp and Class Manager Release Notes

**Step 7: Confirmation email**

**Confirmation email**

Customize the email registrants automatically receive when they register.

From: Sattvic Retreats (public@public.com)  
Subject: {Participant}'s registration confirmation for {season} Customize

Thank you for registering! We're looking forward to seeing you soon.

**Registration summary**

{Participant Name}

Registered on: {Reg date}  
Balance: {Season balance}

**Sessions**

- {Session Name}
- {Date, Times}
- {Location}
- {Location address}**
- {Classroom name}
- {Instructor name}
- {Purchases}
- {Online session}

Status: Active

[See a preview](#)

**Settings**

- Season
- Sessions
- Deposits and payment plans
- Discounts
- Look and feel
- Registration forms
- Confirmation email
- Activation

**Frequently asked questions**

- [How can I customize the text for different sessions?](#)
- [How am I notified when people register?](#)
- [The default subject contains {Participant} and {season}. What are these?](#)
- [What address is the confirmation email sent to?](#)
- [Can I send a copy of the confirmation email to multiple addresses?](#)

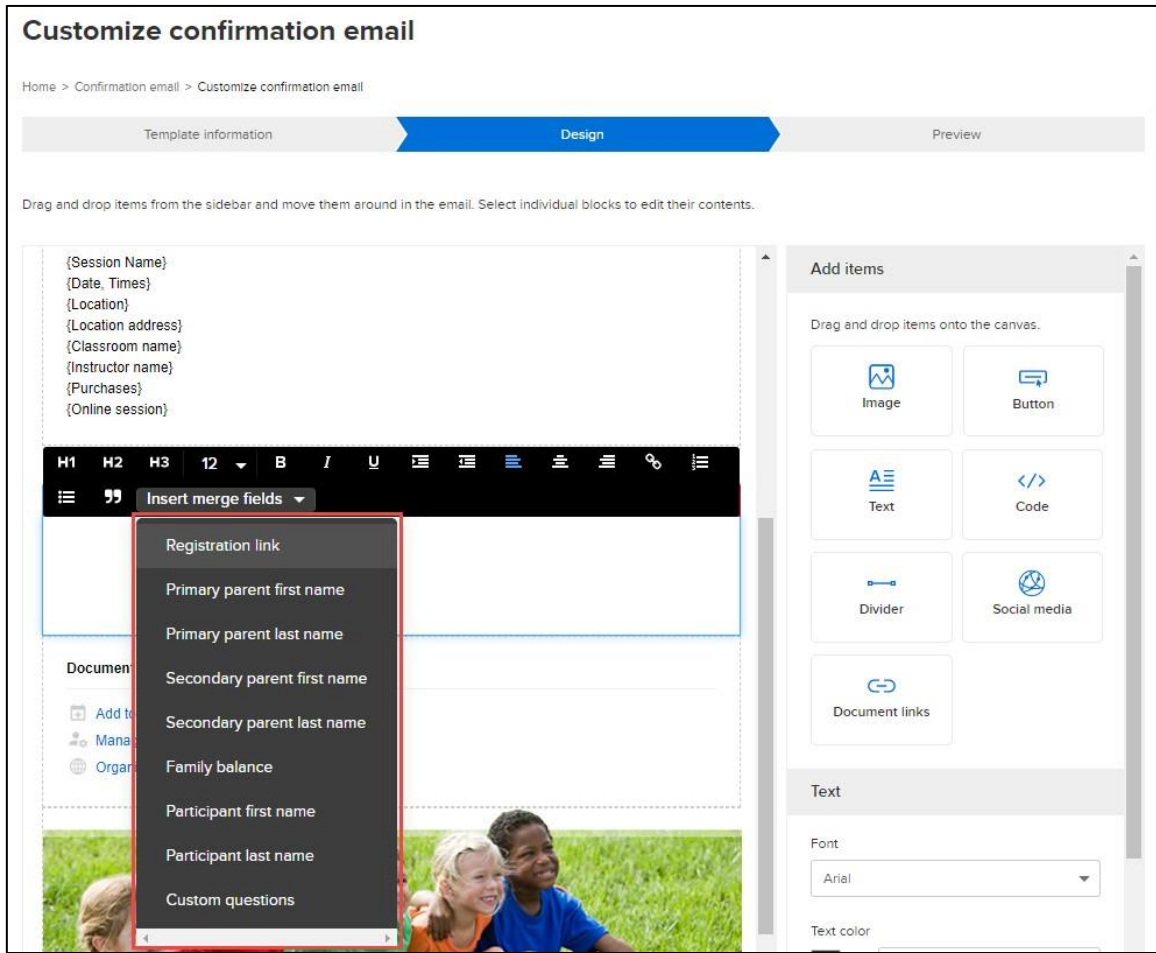
### Note:

- If a participant has registered for multiple sessions in a single order, then the address of each session is listed in the confirmation email.
- Session location addresses are NOT displayed in confirmation emails for online sessions.

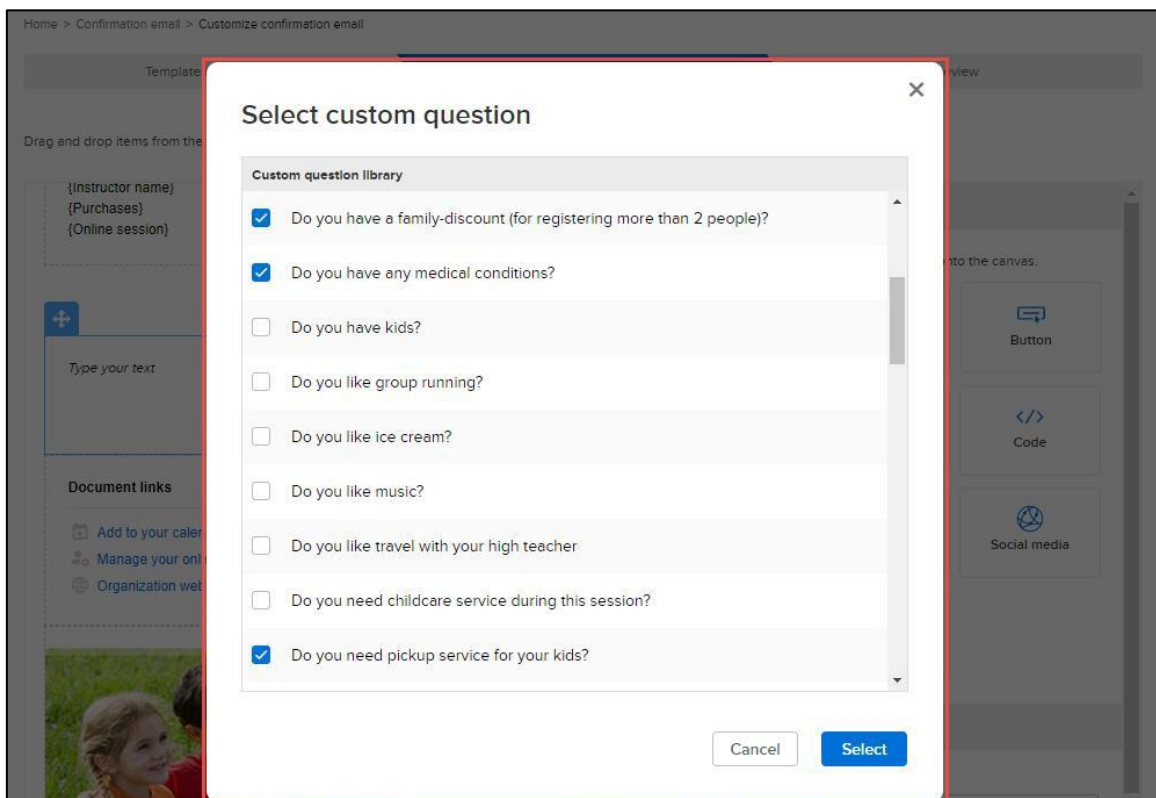
When customizing a confirmation email (**Home** > a season > **Setup** > **Confirmation email** > **Customize**), agency users can now add the following merge fields from the **Design** step > **Text** item > **Insert merge fields** dropdown:

- **{Registration link}**
- **{Primary parent first name}**
- **{Primary parent last name}**
- **{Secondary parent first name}**
- **{Secondary parent last name}**
- **{Family balance}**
- **{Participant first name}**
- **{Participant last name}**
- **{Custom question}**

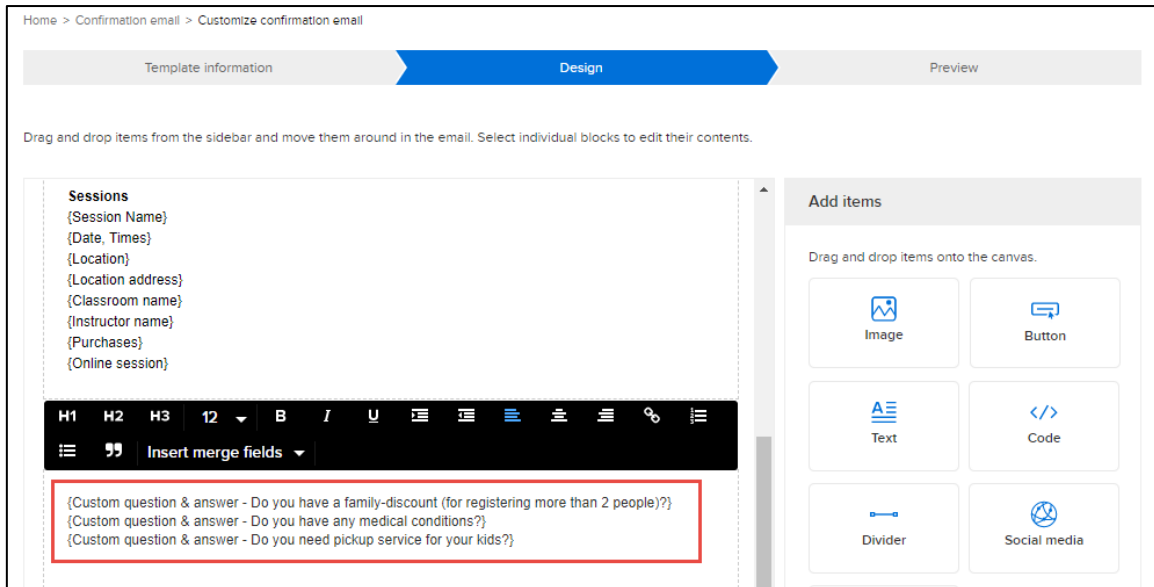
# Camp and Class Manager Release Notes



When inserting the **{Custom question}** merge field, agency users can select up to 100 custom questions from the **Custom question library** and add these questions to the confirmation email template:



# Camp and Class Manager Release Notes

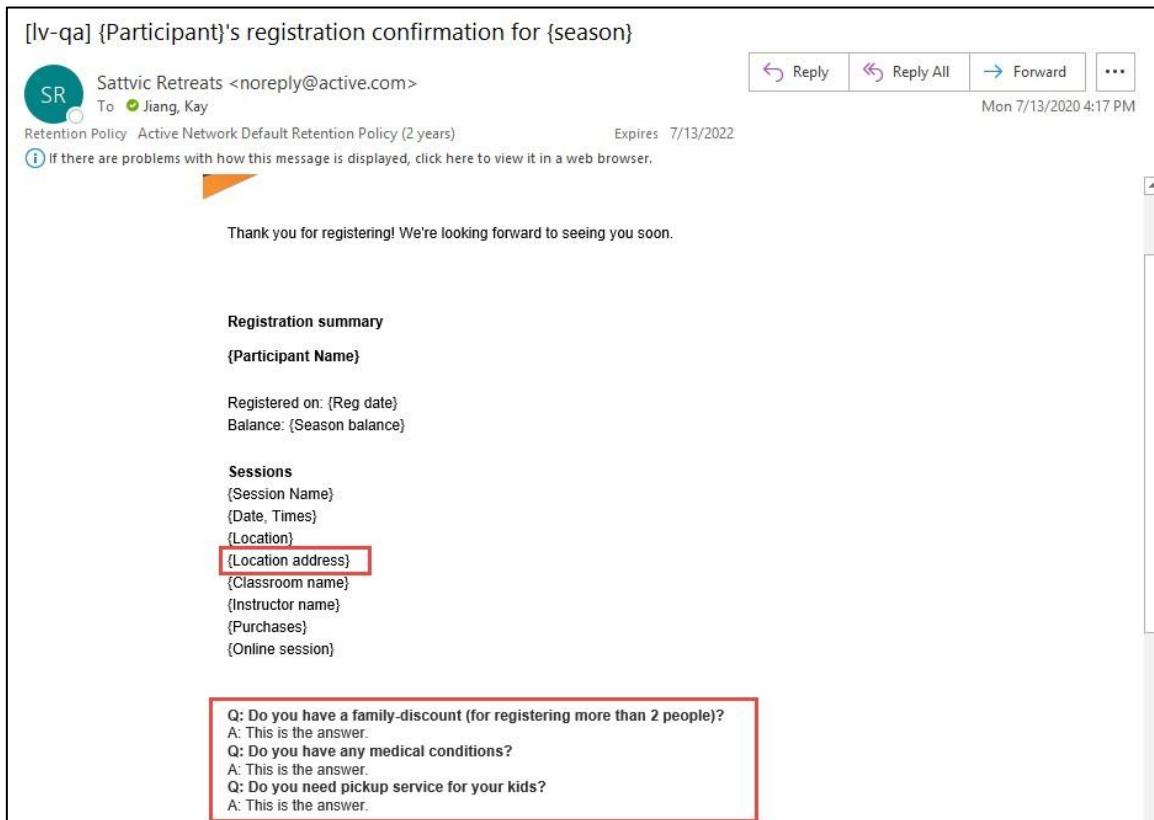


If the **{Custom questions}** merge field is inserted in a confirmation email template, then:

- When agency users edit or delete a custom question, the change is reflected in the **Custom question library** and in confirmation email templates that include this question.
- In sent confirmation emails, the selected custom questions and the most-recent answers submitted by the registrant are displayed.
- If a selected custom question does not have an answer, then the question is displayed in the sent confirmation email with a blank answer field.

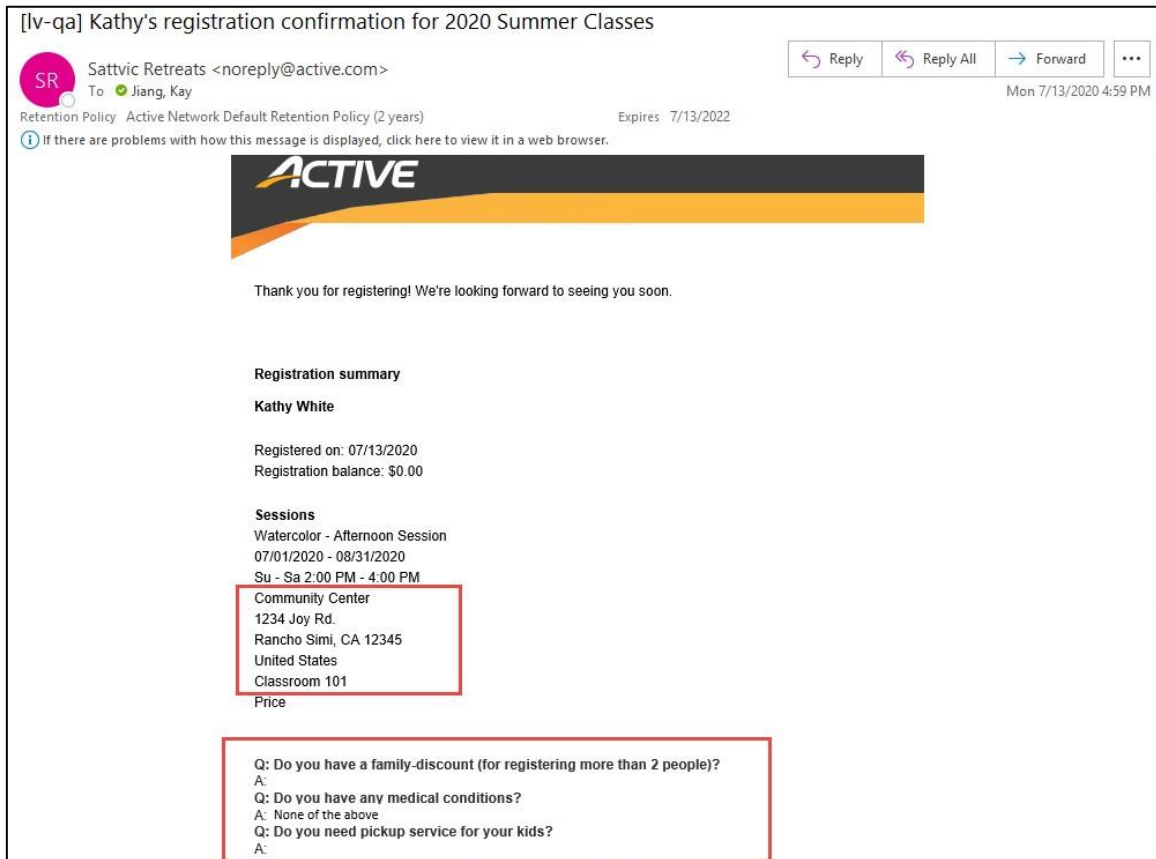
The default **{Location address}** merge field and inserted merge fields (the following screenshots show an example of a confirmation email that includes the **{Custom questions}** merge field) are displayed in:

- Test confirmation emails:

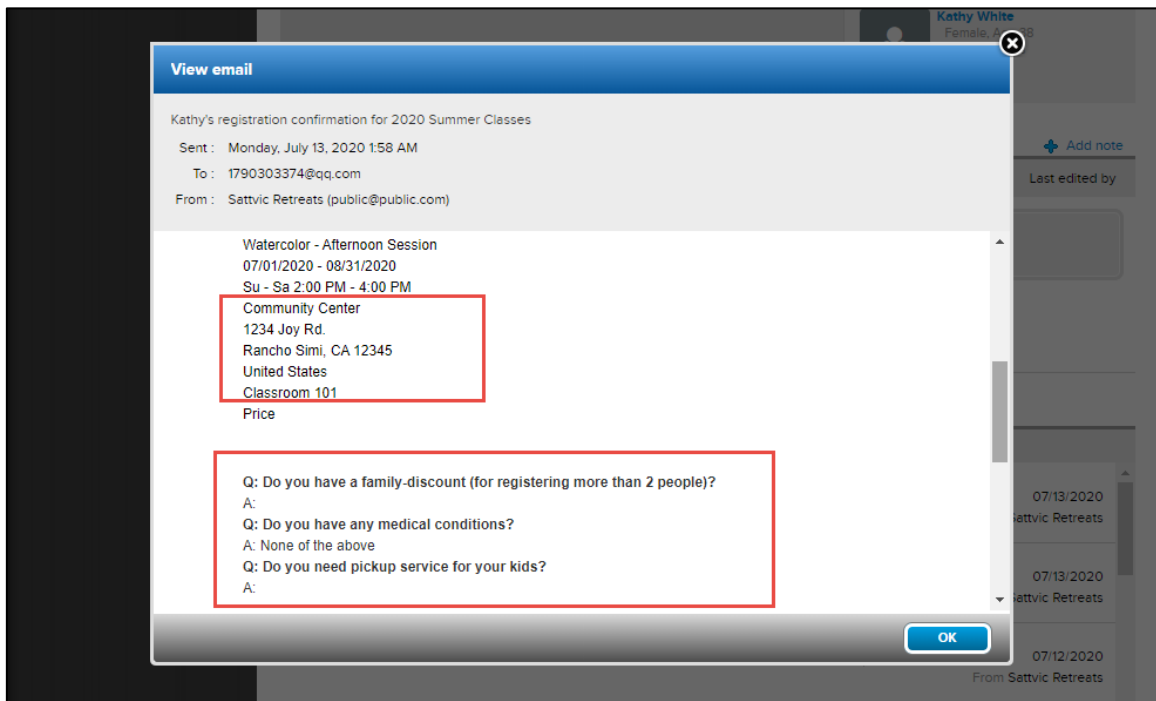


# Camp and Class Manager Release Notes

- Sent confirmation emails:



- People > a person > **Email history** > **View** a sent confirmation email:



## Camp and Class Manager Release Notes