

# Stationery Essentials

Become an expert in Mimecast Stationery and create effective and professional branding for your company email.

Our interactive training courses include a mixture of theory and practice, and are delivered in the format that best meets your needs.

Attend one of our technical webinars or book your seat on a classroom training session.

Our experienced instructors will help you gain the best return on your Mimecast investment.



<p><b>Overview:</b></p> <hr/> <p>Mimecast offers functionality for email branding components to be applied to regular day-to-day emails. Explore email branding functionality and consistency of brand application through a centralized set of administrator-controlled policies in this technical webinar. The application of legal disclaimers for compliance purposes will also be discussed as will available reporting and tracking options.</p>	<p><b>Course Information:</b></p> <hr/> <p><b>Cost</b> – Free</p> <hr/> <p><b>Duration</b> – Webinar (1 Hour)</p> <hr/> <p><b>Bookings</b> - <a href="https://www.mimecast.com/customer-success/training/book-training/">https://www.mimecast.com/customer-success/training/book-training/</a></p> <hr/>	
<p><b>Why Attend?</b></p> <hr/> <ul style="list-style-type: none"> <li>• Understand what Mimecast Stationery is and how the cloud fits into it</li> <li>• Generate effective resources and bring them all together in a professional layout</li> <li>• Manage your company email branding with clickable components and actions</li> <li>• Pull informative reports based on your branding elements and their effectiveness</li> </ul>	<p><b>Course Outline:</b></p> <hr/> <ul style="list-style-type: none"> <li>• Planning Stationery</li> <li>• Working with Images</li> <li>• Creating Micro Sites</li> <li>• Understanding Actions</li> <li>• Implementing Layouts</li> <li>• Learning about Policies</li> <li>• Stationery Signatures for Email Replies or Forwards</li> <li>• Pulling Reports</li> </ul>	
<p><b>Prerequisites:</b></p> <hr/> <p>Basic understanding of HTML would be an advantage, though this is not an HTML course</p>	<p><b>Who Should Attend?</b></p> <hr/> <ul style="list-style-type: none"> <li>• Graphic Designers</li> <li>• Marketing Coordinators</li> <li>• Marketing Managers</li> </ul>	<p><b>What's Next?</b></p> <hr/> <p>None</p>