



Celebrating 20 Years

Email Utility-Send Email with Voting Option— Readme

Version: 1.0

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Bot Overview

Many times, there is a need of getting opinion from people. This can be done by sending emails having voting options and get people to respond.

This utility will send emails with voting options to people using inputs from an excel file

Pre-Requisites

- Automation Anywhere Enterprise v11.x
- MS Excel 2016
- Outlook office 365 or Outlook office 2016

Installation

- Download the bot from Bot Store.
- Double click on the .msi file.
- On Welcome to Installation wizard, click Next to continue.
- Click I agree to the terms in the license agreement radio button to accept the agreement.
- Get/Copy the License key from Bot Store Downloads into License Key, click Next to continue.
- Click Install to begin the installation.
- Click Finish to complete the installation.
- To view the installation, go to 'My Tasks' folder on AAE Client to see bot files.

Uninstall

- Open Add/Remove Programs
- Select the Bot/Digital Worker to be installed.
- Click uninstall.

Create the following folder structure of the content in the AA Dir:

<AA Application Path>

- My Tasks
 - BotStore
 - SendEmailWithVotingOptions
 - SendEmailWithVotingOptions.atmx
- My Docs
 - SendEmailWithVotingOptions.xls
 - SendEmailWithVotingOptions
 - Error Log
 - Error Logs Month-Day-Year.txt
 - Audit Log
 - Error Logs Month-Day-Year.txt
- My Scripts
 - SendEmailWithVotingOptions
 - Killtask.vbs
 - Version.vbs

How to Use the BOT?

You can use the Send Email with Voting Options utility by providing a configuration file and transactional parameters. Different variable and worksheets for configuration are as below:

- Config worksheet includes Audit log, error log & script paths
- Email Options worksheet contains details of emails to be sent – subject, mail body & voting choices. To & CC fields are transactional.

We have also provided a sample consumer bot named 'SendEmailWithVotingOptionsTestBot.atmx' in the package.

Notes:

- 'SendEmailWithVotingOptions.atmx' is the main utility task that users should consume for sending mails.
- BOT dependencies files should be kept in specified folder path.
- The BOT configuration file should be available in 'Automation Anywhere\My Docs\' folders, the path for the configuration file is fixed, it must not be changed.
Configuration file path: "\\Automation Anywhere Files\ Automation Anywhere\My Docs\SendEmailWithVotingOptions\SendEmailWithVotingOptions.xlsx".

Bot Dependency Files Details:

- Script file path for killing outlook task & getting version – \Automation Anywhere\My Scripts\SendEmailWithVotingOptions\
- Config File path for Process- SendEmailWithVotingOptions - \ Automation Anywhere\My Docs\SendEmailWithVotingOptions\SendEmailWithVotingOptions.xlsx

Error Handling

- The automation captures all the exceptions and logs these exceptions. Bot follows the below-mentioned hierarchy to store details of the exceptions.
 - **Error Log**
 - **Logs:** Error Logs Year-Month-Day.txt: In case of any error, this file logs error message along with time stamp
 - **Snapshots:** Snapshots of the error conditions are saved under this folder. Bot creates sub-folder for each year, month and day under snapshots folder. It also saved snapshot files with hour and minutes in the filename.
- Task Status of bot is set to failed in case of error.