HOW TO SEND EMAILS

Step 1: Go to your Ambassador Dashboard (See “How to log into your Ambassador Dashboard Guide”)

Step 2: Click on “Send Emails”

Step 3: Enter email addresses of Tritons you want to email in the “To” field of your email

Step 4: Draft your email.

TIP: You can use one of the sample emails provided in the “Email Outreach Guidelines and Samples” in your ambassador toolkit. For directions on how to access the ambassador toolkit, click here.

Step 5: Make sure to ALWAYS include your personal referral link in your outreach so that your results can be tracked to your efforts. Your link will automatically populate when you click on the “send emails” button.