CPANEL AUTORESPONDER

YOUR EMAIL INSTALLATION GUIDE

CPANEL AUTORESPONDER

Please have your provided HTML file available and ready to install. Then simply follow the steps below to have your signature set-up in Gmail within minutes.

STEP ONE

1

Open your provided Email Signature HTML file in **Notepad**.

STEP TWO

2

Now that your email signature is open in Notepad, press **Ctrl + A** to select all of the code, then **Ctrl + C** to copy it.

STEP THREE

3

Login to your **cPanel** and click on **Autoresponders**.

STEP FOUR

4
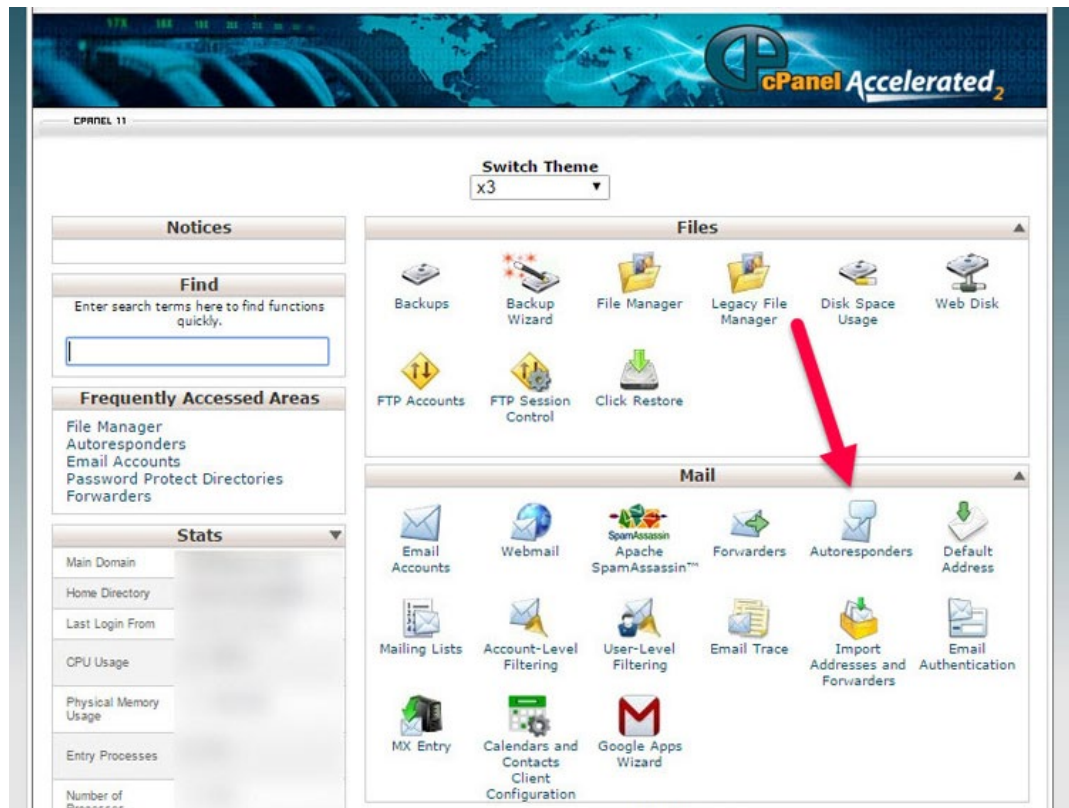
Click **Add Auto Responder**.

STEP FIVE

5
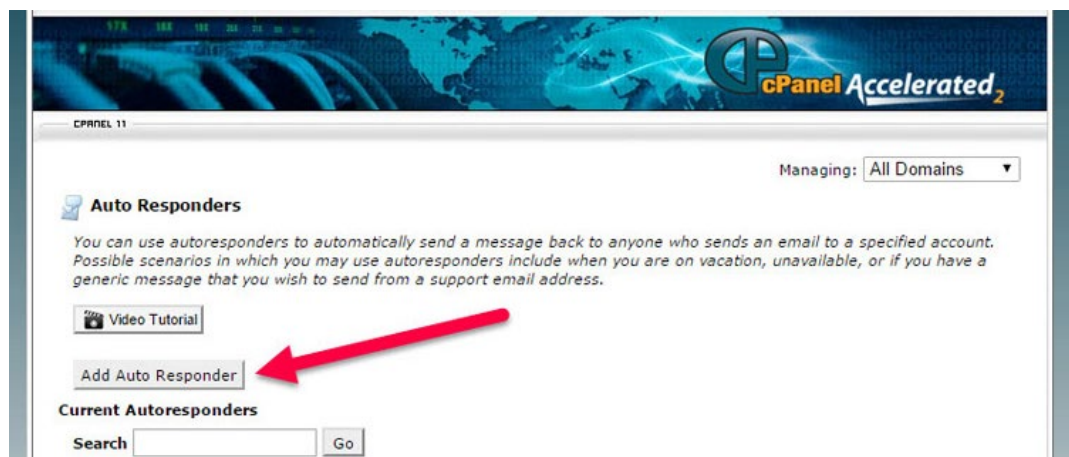
Your Auto Responder creation screen will now be open and the first thing you need to do is change your character set to **utf-8**.

This is vital to ensure that all characters are viewed and translated correctly. Set a from name, subject, and tick the **This message contains HTML** checkbox.

STEP SIX

6

Click below into the **Body** field and press **Ctrl + V** to paste your copied email signature code. Set your **Start** date to immediately and your **Stop** date to Never unless otherwise required.

Once finished, click **Create/Modify** to complete the Autoresponder.

All done! Your email signature is now installed within cPanel's Autoresponder!