

One stop solution for all your SMS needs

SMS GupShup Enterprise Edition

Excel Plug-in

V1.0

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1 Introduction

This document is to be read in conjunction with the SMS GupShup Enterprise Edition document.

As a Sales person, you can now install a plug-in in Excel to enable you to send SMSs to a list of users listed in a large database.

As a result, this plug-in is very useful in organizations such as banks, car dealers, tutorial classes and so on.

2 Installing the Excel Plug-in

The SMS GupShup Excel Plug-in is currently available through the Sales dashboard only. Currently, you can download the plug-in from this URL: <u>http://enterprise.smsgupshup.com/doc/SMSGupshup-ExcelPlugin-v1.1.exe</u>.

2.1 Software Requirements

To install the SMS GupShup Excel plug-in, you require the following:

- Windows XP SP2 or Windows Vista (all variants)
- MS Office 2003/2007 including MS Excel

2.2 Installing the Supported Features

If the installation of the Excel Plug-in fails, check if your system already consists of any older versions of the Primary Interop Assemblies (PIA). If so, uninstall the PIA and reinstall a new version, and then try installing the MS Excel Plug-in again.

To uninstall an older version of Primary Interop Assemblies and reinstall a new version, perform the following procedure:

- 1. Click Start and select Control Panel.
- 2. Select Add/Remove Programs (in Windows XP) or Programs and Features (in Windows Vista).
- 3. Right-click Microsoft Office 200x Primary Interop Assemblies and select Uninstall.
- 4. Download the **Primary Interop Assemblies Redistributable** from the website: <u>http://www.microsoft.com</u> and double-click the downloaded .exe file to extract the files.
- 5. Double-click o200xpia.msi to install the Primary Interop Assemblies.
- 6. Click the link: <u>http://enterprise.smsgupshup.com/doc/SMSGupshup-ExcelPlugin-v1.1.exe</u>.

In case, you are still unable to install the Excel plug-in, download the **VSTO** installer from the following link: <u>http://www.microsoft.com/DOWNLOADS/details.aspx?familyid=F5539A90-DC41-4792-8EF8-</u>F4DE62FF1E81&displaylang=en and then install the Excel plug-in.

Ensure that all the MS Excel workbooks are closed before you install the Excel Plug-in. If Excel is not closed during the installation of the plug-in, an alert appears reminding you to close all the MS Excel files before the installation.



Figure 1: Excel Found Running on the Computer

After installing the Excel Plug-in, it appears as a button in the **Add-Ins** toolbar of the MS Excel 2003 workbook or **Add-Ins** ribbon of the MS Excel 2007 workbook.

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Figure 2: SMS GupShup Add-in – MS Excel 2003

n .	(²⁴ ~) +			Ś	ample Wo	rksheet [Compatibility Mode] - Microsoft Excel non-comme	rcial
Home	Insert Page Layout	Formulas	Data	Review	View	Add-Ins	
SMSGupshup	🥌 SnagIt 🛃 Window	•					
foolbar Commands	Custom Toolbars	2					

Figure 3: SMS GupShup in the Add-Ins Ribbon – MS Excel 2007

2.3 Installing the Plug-in

When your system is ready with the supported features, you can install the plug-in in your system. To do so, perform the following procedure:

1. Click on the link: <u>http://enterprise.smsgupshup.com/doc/SMSGupshup-ExcelPlugin-v1.1.exe</u>.

A message box appears, requesting permission to download the file.

n-v1.1.exe	×
-v1.1.ехе	
upshup.com	
Save File	Cancel
	n-v1.1.exe -v1.1.exe upshup.com

Figure 4: Saving the Excel Plug-in file

- 2. Click Save File.
- 3. Double-click the saved .exe file.

The installation begins displaying the message box.



Figure 5: Beginning the Plug-in Installation

- 4. Click Next.
- 5. Select the Installation folder and click Next.



Figure 6: Select the Installation Folder

6. Click **Next** to confirm and begin the installation.



Figure 7: Confirm Installation

7. Click **Exit** when the installation is complete.



Figure 8: Installation Complete

3 Using the Excel Plug-in

3.1 Sending a Message to all the Users

To send a message to the users listed in Excel worksheet, perform the following procedure:

- 1. Open the worksheet in MS Excel.
- 2. Select the column listing all the mobile numbers in the worksheet.

0	2 - 6 -	•	Sample	Worksheet [Compat	ibility Mode] - Microsoft Exe
C	Home Ins	ert Page Layout	Formulas Data Review Vie	w Add-Ins	
S	MSGupshup S	SnagIt 📷 Window	•		
100	B2		9976123456		
1	A	В	C	D	E
1	Name	Mobile No.	E-Mail Address		
2	Hari Batra	9976123456	hari.batra@yahoo.com		
з	Patrick Black	9876543210	pblack@rogers.net		
4	John White	9234516789	johnwhite@yahoo.co.uk		
5	Kelly White	9870055030	kellywhite@yahoo.co.uk		1
6	Amy Freeman	9886877554	freeman.amy@gmail.com		
7	Padma Patil	9988774422	padma.ravenclaw@hogwarts.edu		
8	Parvati Patil	9865400020	parvati.gryffindor@hogwarts.edu		1
9			NZ.Z. STR. 25		
10					
11					
12					1
13					1
14					
15					
16	And a state of the state		and and the second s	And the second	Sauger Summer Sugar

Figure 9: Select the Mobile Numbers in Worksheet

Ensure that you do not select the header cell of the worksheet. If you do select the header cell, an error occurs informing you that the value in the cell containing the Header is an invalid number.



Figure 10: Alert – Invalid Number

3. Click the **SMS GupShup** button in the **Add-ins** ribbon.

A Login Window appears.

User Id UserId Password	SMSGupshup L	ogin
User Id UserId Password	N	GupShup
Password	User Id	Userld
	Password	******

Figure 11: Login Window

4. Enter the same login credentials you use to log on to the <u>Enterprise Edition of SMS</u> <u>GupShup</u> and click Login

A **Message** window appears.

	-	C ^{SMS} Chur	Message
s ie	1st Row as Column Nam B C	ount of Independence Day.	Type Your Message Here Hi #A#, No Classes tomorrow on accor Dates for extra classes will be
-	D E F G H	107 chars	✓ Signature DPM
2	F G H I <u>i</u> review Ca	107 chars	▼ Signature DPM

Figure 12: Message Window

- 5. Enter the message.
 - b. To include the name corresponding to the number, double-click the column number. It appears as *#column name#*.

Note: In case of databases consisting of many columns, it is not possible to remember the information entered in each column. In such a case, select the **1**st **Row as Column Name** check box. Now all the column numbers are replaced by the column titles. As a result, you will be able to now view the column names and construct your message accordingly.



Figure 13: 1st Row as Column Name

c. To include your signature, select the **Signature** check box. This appears at the end of your message, signing it off as your identity.

LC	Message
1	Hi Hari Batra, Your card has been dispatched to your address. Your Personal Banker
	Hi Patrick Black, Your card has been dispatched to your address.Your Personal Banker
	Hi John White, Your card has been dispatched to your address. Your Personal Banker
	Hi Kelly White, Your card has been dispatched to your address.Your Personal Banker
	Hi Amy Freeman, Your card has been dispatched to your address. Your Personal Banker
	Hi Padma Patil, Your card has been dispatched to your address.Your Personal Banker
•	Hi Parvati Patil. Your card has been dispatched to your address Your Personal Banker

Figure 14: Signature

6. Click **Preview**.

The Message Preview window appears.

SI.No.	Phone	Message Le	Message
1	9976123456	123	Hi Hari Batra, No classes tomorrow on occasion
2	9876543210	126	Hi Patrick Black, No classes tomorrow on occas
3	9234516789	123	Hi John White, No classes tomorrow on occasio
4	9870055030	124	Hi Kelly White, No classes tomorrow on occasio
5	9886877554	124	Hi Amy Freeman, No classes tomorrow on occas
6	9988774422	124	Hi Padma Patil, No classes tomorrow on occasic
4	9865400020	126	Hi Parvati Patil. No classes tomorrow on occasir

Figure 15: Message Preview Window

The **Message Preview** window displays the total number of the messages, the phone numbers, the message length (in characters), and a preview of the message being sent.

7. Enter the **Mask** in the field and click **Send**.

A window appears displaying if the process of sending the message was successful or failure.

SI.No.	Phone	Message	Status	
1	9811384697	This is a valid message.	SUCCESS	

Figure 16: Message Sent Successfully

SI.No.	Phone	Message	Status	
1	9811384697	Dear Ashish	Unable to send due to connection failure	
<				>

Figure 17: Message Sending Failed

Ensure that the mask entered is a preconfigured one. In this current version, enter the mask manually. The ability to select one from a drop down list will be introduced soon.

4 Uninstalling the Excel Plug-in

To uninstall the Excel Plug-in, perform the following procedure:

- 1. Click Start and select Control Panel.
- 2. Select Add/Remove Programs (in Windows XP) or Programs and Features (in Windows Vista)
- 3. Right-click SMS GupShup Excel Plugin and select Uninstall.

Note: Ensure that all the MS Excel Windows are closed while uninstalling the plugin.