

## **How To Get Started**

Zoho CRM is a customer relationship management platform that allows businesses to manage their sales, marketing, customer support, and inventory from a single system. It supports more than 150,000 businesses across 180 countries.

With Mitto integration clients can send a single or multiple messages as well as to have a two-way chats:

- SMS messages
- Chat Apps messages (Viber and WhatsApp Business)
- Failover from Chat Apps to SMS if a message fails to deliver

### PART 1

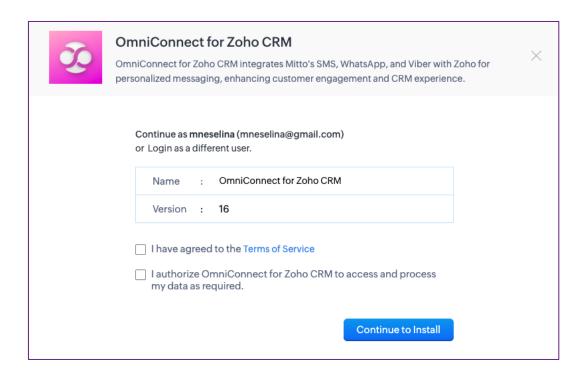
# MITTO INTEGRATION

## **Prerequisites:**

- Zoho account
- Mitto account:
  - Guide How to create Mitto account and find API keys
  - Guide How to create WhatsApp templates

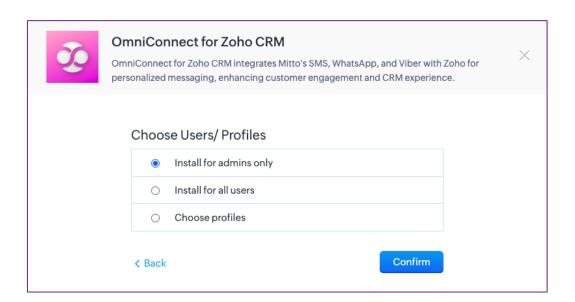
### Steps:

- Find Mitto OmniConnect for Zoho CRM inside the Zoho marketplace: <a href="https://marketplace.zoho.com/app/crm/omni-connect-for-zoho-crm-by-mitto">https://marketplace.zoho.com/app/crm/omni-connect-for-zoho-crm-by-mitto</a>
- Click on Install and once you are done you will see it under installed apps.

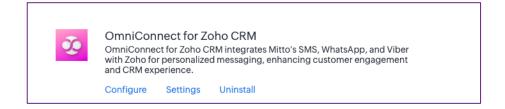




Choose if you want to install it for admins only:

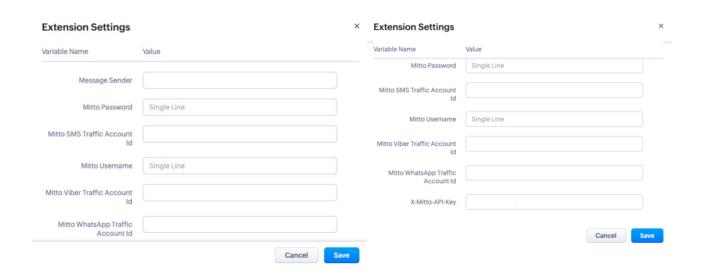


• Once it is installed it will be visible under Installed apps tab.

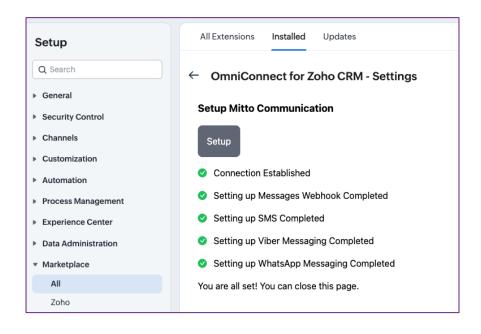




- The next step is the configuration through the Extension Settings part. For this step, please
  use the information provided to you by Mitto's Sales team and/or collect from Mitto Campaigns
  portal and click the save button at the end.
  - If you send two-way SMS you will need to insert your virtual number here, add Viber and WhatsApp traffic account IDs. Insert Mitto API keys also, learn where to get it.



• When you are done with configuration, **click on Settings, and run Setup** to allow the app to check all your credentials previously entered during the configuration.



#### PART 2

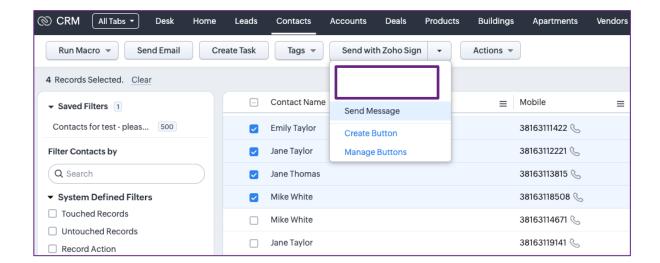


# **SENDING MESSAGES**

#### **BULK MESSAGES**

Sending messages from Zoho CRM is supported for Contacts and Leads module.

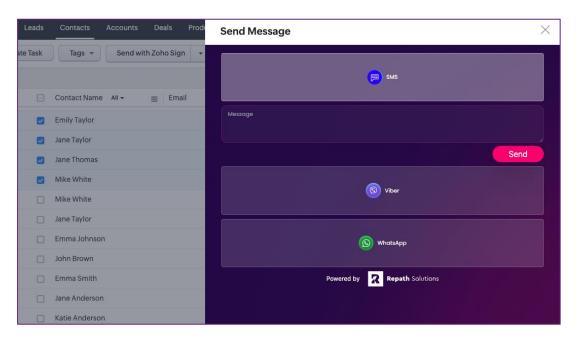
 Once you are inside those, simply choose one or more contacts (bulk) to which you want to send a message. Click on arrow icon and choose Send Message from the menu. Please note: max number of selected contacts is 500.





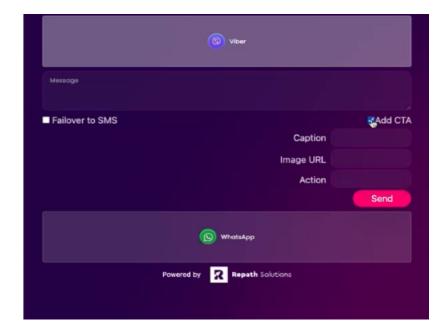
A menu of channels will pop up allowing you to choose between SMS, WhatsApp or Viber.

SMS – simply type your message and hit Send.



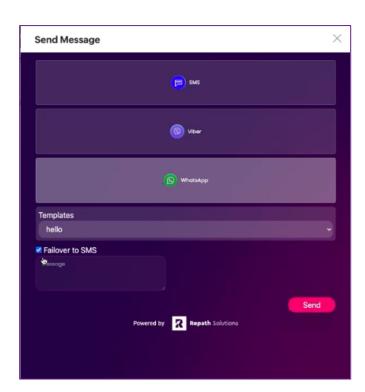
NOTE: Your SMS Sender ID is already defined in the Extension Settings part

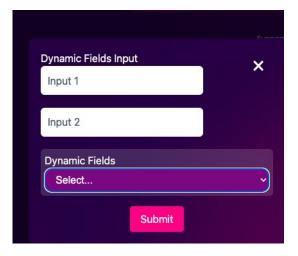
• **Viber** – type your message and hit Send. If you wish, you can add a CTA (image URL, action, caption). You can also set a **failover message to SMS** if the mesage can not be delivered to Viber (e.g. person has no Internet or deleted the app).





- WhatsApp you can not type message at this point, you need to choose between registered WhatsApp templates and hit Send.
  - You can also set a failover message to SMS if the mesage can not be delivered to WhatsApp (e.g. person has no Internet or deleted the app).
  - You can add Dynamic fields for personalization depending on the data you save for your contacts and leads.
- To find out more about WhatsApp template please refer to Meta's official documentation.
  - o To register a WhatsApp template, please consult with your account manager.







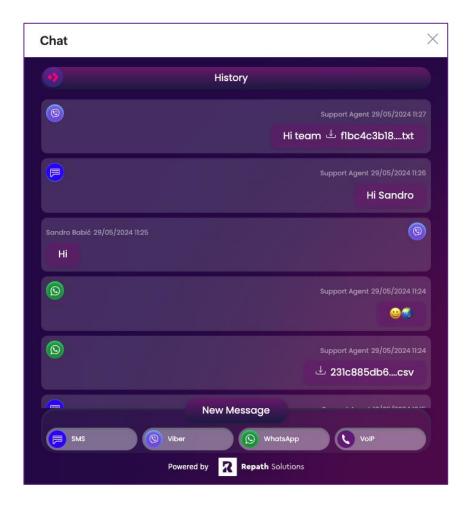
## **TWO-WAY MESSAGES (CHAT)**

Sending two-way messages from Zoho CRM is **supported for Contacts and Leads** module. Choose between **SMS**, **WhatsApp or Viber**.

Once you are inside those, simply find a contact, click on Chat for that person.

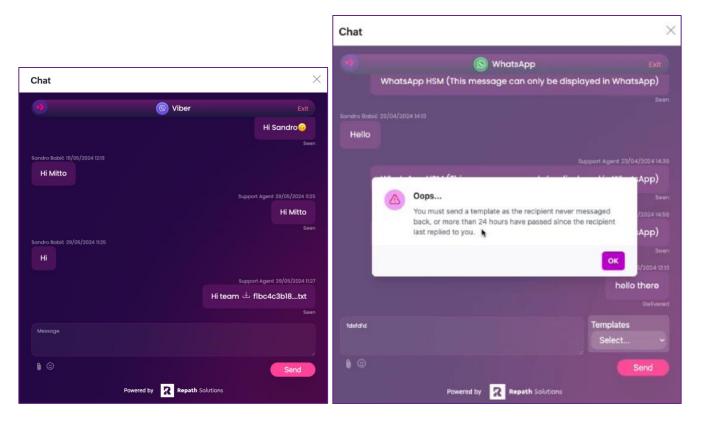


 A pop up will appear showing you entire messaging history across all channels for that specific person. Messages sent as a bulk action will also be visible here. You can filter conversations per channel by choosing one below.

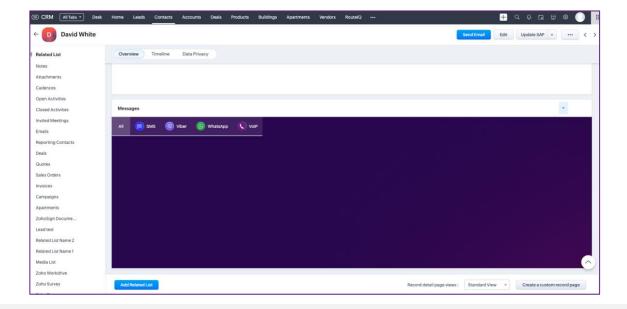




- Once you choose a channel, you can continue conversation.
  - Depending on the channel, you can add text, attachment, etc.
  - Please note, WhatsApp conversation rules apply (24h conversation window, user initiated vs. company initiated, templates).

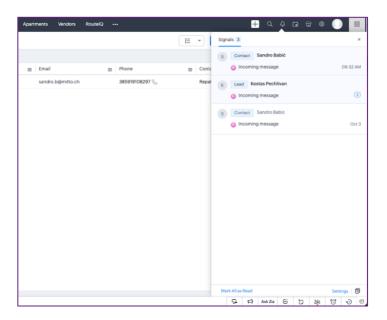


Note: you can find messaging history also once you open a contact, just scroll down and explore.

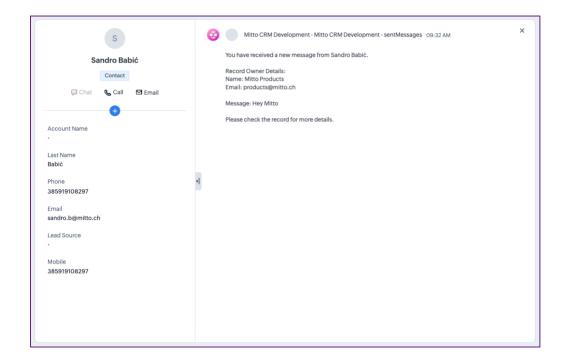




 When a contact replies to your message Contact Owner will get a notification. It will be visible in the upper corner under Signals (bell icon).



Click on the notification to see more details.

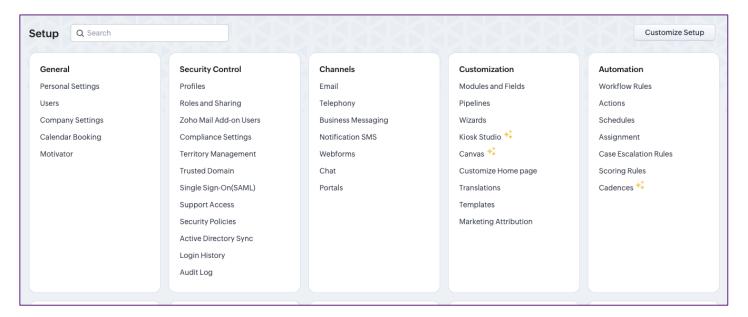




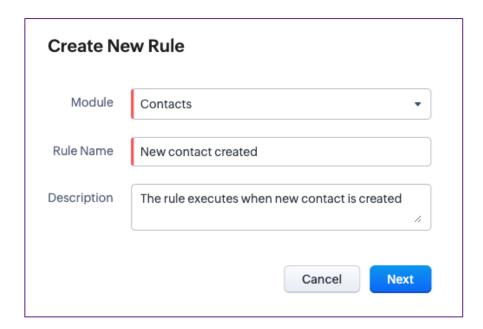
### **AUTOMATIONS**

Add option to automatically send messages over a preferred channel using Zoho Automations.

• Go to Setup – Automation – Workflow Rules and start creating your Rules.

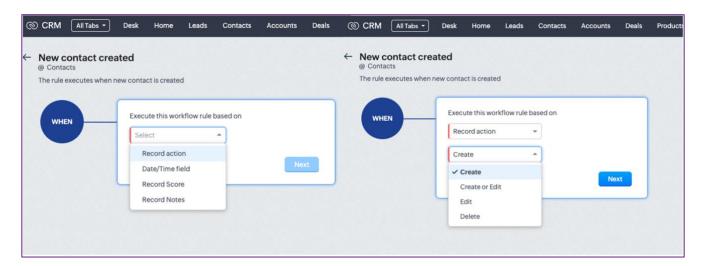


Add a Rule name

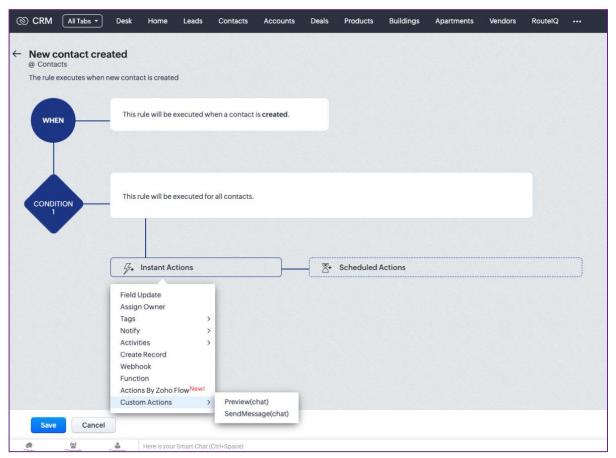




 Add your conditions which once are met, message will be sent out, e.g. whenever a new contact is created.

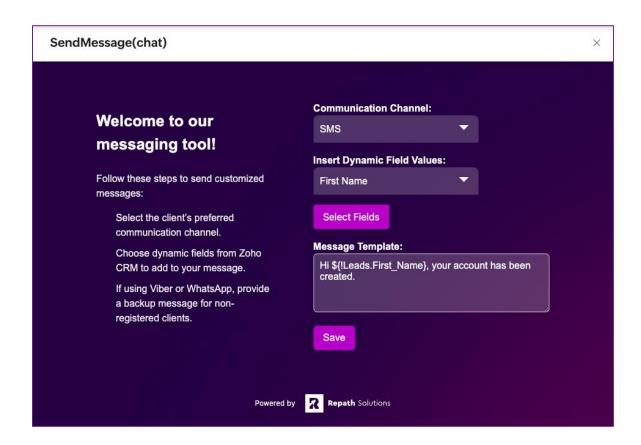


Apply instant action: Custom Actions – SendMessage(chat)



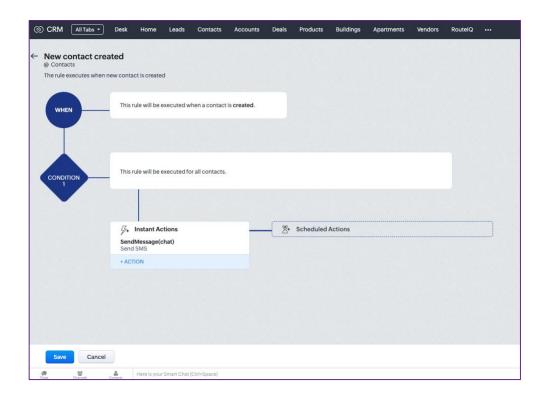


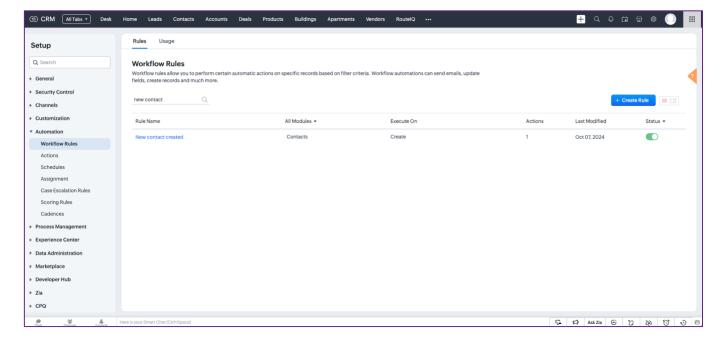
 Choose the channel and create message or choose a template. Dynamic fields will help you add personalization details into your message.





 Your automation rule will appear as shown in the image below. Once you click Save, it will go live and be visible under Automation – Workflow rules.







mitto'