BulkMail

What is it?

BulkMail sends multiple individualized emails via Outlook instantly without notification.
You can dynamically send a range within your open workbook as a body template or a carefully drafted email from file.
Append your personal signature for each email that you send.
For every recipient you can attach the same, multiple and or different files!

Installing BulkMail

"Simply click the 'Install/Uninstall as Template' button! This will save the _BulkMail sheet to your templates folder. You can then insert the worksheet to any new or existing workbook. On clicking the button you will be asked to confirm installation and then prompted that the installation was successful.
You may be prompted to accept ActiveX Controls depending on your Excel Trust Centre Settings, click Yes to continue installing the template.
To insert the _BulkMail template:
Right click a Worksheet Tab and select "Insert..." Locate the file "_BulkMail.xltm" and click "OK".

How does it work?

Send individualized emails to multiple recipients with far more flexibility, ease and control than Microsoft's Mail Merge. With an easy to read lay out and a feature rich experience that you can email colleagues, clients, friends and even impress the boss. You are able set the Formatting, Greeting, Importance, Delivery Receipt and Subject for all of the emails you want to send. For a more personal effect you can set a different Subject in the table (if you leave the Subject Field Blank above) and Attachments for each recipient. Each step of entering your data will prompt you with an option or to fix an error should there be one. The aim is for the user to have an intuitive experience.

Template Body Types

You can draft a template email to send to all recipients in either Text or HTML formatting.

Text: sends emails using just plain text characters. All email applications support plain text. This format is great if you do not depend on any fancy formatting, and it ensures maximum compatibility. Everybody who has an email account will be able to read your message. Plain text doesn't support bold, italic, colored fonts, or other text formatting. It also doesn't support pictures that are displayed directly in the message body, although you can include the pictures as attachments.
If you select the Text format you can only choose a txt file for the body template and for the signature. You cannot select a range from Excel to include in your email as these require HTML formatting.

HTML: the default message format in Outlook. It is also the best format to use when you want to create messages that are similar to traditional documents, with various fonts, colors, and bullet lists. You can make text stand out with italics, for example, or change the font. You can even include pictures and charts that will display inline and use other formatting tools to make your messages prettier and easier to read.
You can draft a document with images and charts and save as an html file for the body of your email.
With choosing HTML formatting you can insert either htm, html or txt files for the body and the signature. Just remember that the file type of the body should match the file type of the signature.

What Excel Versions is it compatible with?

This is tested on Windows 8 and Windows 10 using Excel Versions 2010, 2013 and 2016. This may still be usable for 2007 but it is untested at this stage.

How to create an HTML body template from Word Document

1. Draft your email with any formatting you like including with pictures and charts.
2. Click File -> Save As Web Page
3. Choose to save either as ".html" or ".htm"
4. Navigate to where you want to save your file. You'll be saving your Word document as HTML however if there are pictures included then those pictures will be saved in a subfolder that Word will create for you.
5. Save the file!
6. Now you can use this newly created document as a template body from file

Create Outlook Global Address List

Applicable if you have a Microsoft Exchange Server account; this creates a new sheet in your workbook with a table of all contacts in your Global Address List with multiple fields.

Create Outlook Contacts List

Creates a new sheet in your workbook with a table of all your contacts on your Outlook Contacts Folder with multiple fields.