Mail Merge Project

This project automates the creation of personalised letters or email content using Python. By leveraging a template with placeholders and a list of recipient names, the code generates individualised messages for each person. The process starts by reading a starting letter template, identifying a placeholder for names, and then replacing it with each name from a provided list. The personalised letters are saved as new text files, each named according to the recipient.

While this project does not send emails, it focuses on efficiently generating bulk email content, showcasing how automation can simplify repetitive communication tasks. This solution significantly reduces manual work and the potential for human error, demonstrating my ability to create practical and scalable tools for generating tailored content. Whether it's for invitations, newsletters, or other mass communications, this project highlights how coding can streamline workflows and enhance productivity. It reflects my interest in using automation to make everyday tasks more efficient and precise.

Setting up the environment

create the necessary directory structure for the input and output files. The directory should have the following folders:

- Input/Letters/ – This folder should contain a text file named starting_letter.txt, which serves as the template for your personalized letters.
- Input/Names/ – This folder should include a text file named invited_names.txt, listing the names of the recipients, one name per line.
- Output/ReadyToSend/ – This folder will store the generated personalized letters.

Place the starting_letter.txt template and invited_names.txt file in their respective directories. Ensure the placeholder [name] is used in the starting_letter.txt file wherever the recipient's name should appear. After organizing the directory, execute the script in your terminal by running:

python main.py

Upon execution, personalized letters will be generated and saved in the Output/ReadyToSend/ folder, ready to be sent to the recipients. This structure ensures that all components of the project are well-organized and the script runs smoothly.