

ASK-Fast Excel app message styles

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Broadcast your message:

Use the ASK-Fast excel app to initiate an outbound broadcast scenario. Below is a message to remind all your teammates for a football match.

Send:

The screenshot displays the ASKFast Excel App interface. On the left, an Excel spreadsheet titled 'Book1.xlsx [Read-Only] - Excel' is open. The active sheet is 'Sheet1', and the selected cell is B2. The spreadsheet contains a table with 4 columns: 'First Name', 'Last Name', 'Email', and 'Phone'. The data rows are as follows:

First Name	Last Name	Email	Phone
Player	1	player1@myteam.com	0654321012
Player	2	player2@myteam.com	0654321013
Player	3	player3@myteam.com	0654321014
Player	4	player4@myteam.com	0654321015
Player	5	player5@myteam.com	0654321016
Player	6	player6@myteam.com	0654321017
Player	7	player7@myteam.com	0654321018
Player	8	player8@myteam.com	0654321019
Player	9	player9@myteam.com	0654321020

On the right, the 'ASKFast Excel App' configuration panel is visible. It includes a navigation bar with 'Home', 'Reports', 'Settings', and 'Login'. The 'Home' tab is active, showing a series of steps for configuring a broadcast:

- Step 1*:** Select a column having addresses along with headers. Customize your headers by going to the Settings tab.
- Step 2:** Enter a message to be sent. The message entered is: "This is a reminder for the football match at 17:30h at Coolhaven, Rotterdam."
- Step 3:** Language: English (United Kingdom) (selected).
- Step 4:** Message type: Broadcast (selected).
- Step 5:** Please uncheck if you want to ignore any address columns. The 'E-Mail' checkbox is checked, while 'XMPP', 'Call', 'SMS', and 'Twitter' are unchecked.
- Step 6:** Attach your name to your message. The 'Sender' field is filled with 'Football-Coach' and the 'Subject' field is filled with 'Football reminder!'.
- Step 7:** Send your message. A 'Send!' button is present.

At the bottom of the panel, there is a link to 'www.ask-fast.com'.

Generate reports:

You can also generate reports for all the messages and phone calls initiated by this app. Following is an example of the reminder sent for the football match:

Book1.xlsx [Read-Only] - Excel

FILE HOME INSERT PAGE LAYOUT FORMULAS DATA REVIEW VIEW

D14

1	Timestamp	Message Type	Question	Responder	Medium	Responder Name	Status	Response
2	Mon Mar 17 2014 13:51:14	Broadcast	This is a reminder for the football match at 17:30h at Coolhaven, Rotterdam.	player1@myteam.com	EMAIL		N/A	N/A
3	Mon Mar 17 2014 13:58:36	Broadcast	This is a reminder for the football match at 17:30h at Coolhaven, Rotterdam.	player2@myteam.com	EMAIL		N/A	N/A
4	Mon Mar 17 2014 13:59:26	Broadcast	This is a reminder for the football match at 17:30h at Coolhaven, Rotterdam.	player3@myteam.com	EMAIL		N/A	N/A
5	Mon Mar 17 2014 13:51:15	Broadcast	This is a reminder for the football match at 17:30h at Coolhaven, Rotterdam.	player4@myteam.com	EMAIL		N/A	N/A
6	Mon Mar 17 2014 13:58:37	Broadcast	This is a reminder for the football match at 17:30h at Coolhaven, Rotterdam.	player5@myteam.com	EMAIL		N/A	N/A
7	Mon Mar 17 2014 13:59:27	Broadcast	This is a reminder for the football match at 17:30h at Coolhaven, Rotterdam.	player6@myteam.com	EMAIL		N/A	N/A
8	Mon Mar 17 2014 13:51:16	Broadcast	This is a reminder for the football match at 17:30h at Coolhaven, Rotterdam.	player7@myteam.com	EMAIL		N/A	N/A
9	Mon Mar 17 2014 13:51:15	Broadcast	This is a reminder for the football match at 17:30h at Coolhaven, Rotterdam.	player8@myteam.com	EMAIL		N/A	N/A
10	Mon Mar 17 2014 13:51:16	Broadcast	This is a reminder for the football match at 17:30h at Coolhaven, Rotterdam.	player9@myteam.com	EMAIL		N/A	N/A
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ASKFast Excel App

ASKFast

Home Reports Settings Login

Step 1: Select a cell where the report has to start.
Make sure

Step 2: Report Details:
☒ Fetchs reports for current message.

Step 3: Generate report.
Generate!

Success

Sheet1 Reports

READY

100 %

Yes/No Message type:

A survey can be conducted easily using the ASK-Fast excel app to initiate an outbound Yes/No message type. Below is a message to confirm if your teammates are attending a football match.

Book1.xlsx [Read-Only] - Excel

FILE HOME INSERT PAGE LAYOUT FORMULAS DATA REVIEW VIEW

A1 : First Name

	A	B	C	D
1	First Name	Last Name	Email	Phone
2	Player	1	player1@myteam.com	0654321012
3	Player	2	player2@myteam.com	0654321013
4	Player	3	player3@myteam.com	0654321014
5	Player	4	player4@myteam.com	0654321015
6	Player	5	player5@myteam.com	0654321016
7	Player	6	player6@myteam.com	0654321017
8	Player	7	player7@myteam.com	0654321018
9	Player	8	player8@myteam.com	0654321019
10	Player	9	player9@myteam.com	0654321020
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ASKFast Excel App

ASKFast

Home Reports Settings Login

Step 1*: Select a column having addresses along with headers.
Customize your headers by going to the Settings tab

Step 2: Enter a message to be sent.

Are you coming for the football match at 17:30h in Coolhaven, Rotterdam?

Step 3: Language: English (United Kingdom)

Step 4: Message type: Yes/No

Step 5: Please uncheck if you want to ignore any address columns.

☐ XMPP ☒ E-Mail ☐ Call ☒ SMS ☐ Twitter

Select None Select All

Step 6: Attach your name to your message.

Sender Name: Football-Coach

Subject: Coming for Football today?

Step 7: Send your message.

Send!

Check out our developer friendly APIs and other products at:
www.ask-fast.com

Sheet1 Reports ...

READY AVERAGE: 5 COUNT: 40 SUM: 45 100 %

This is useful to collect feedback from a large audience set. These can be collected from the *Reports* tab like in the previous case itself.

Open Message type:

Instead of a Yes/No question, you can also create open questions and collect miscellaneous feedback from your audience. Open questions are those which answers do not fall into a subset of restricted answers.

E.g. What is your date of birth?

The screenshot displays the ASKFast Excel App interface. On the left, an Excel spreadsheet titled 'Book1.xlsx [Read-Only] - Excel' is open. The active sheet is 'Sheet1', and the formula bar shows 'First Name'. The spreadsheet data is as follows:

	A	B	C	D
1	First Name	Last Name	Email	Phone
2	Player	1	player1@myteam.com	0654321012
3	Player	2	player2@myteam.com	0654321013
4	Player	3	player3@myteam.com	0654321014
5	Player	4	player4@myteam.com	0654321015
6	Player	5	player5@myteam.com	0654321016
7	Player	6	player6@myteam.com	0654321017
8	Player	7	player7@myteam.com	0654321018
9	Player	8	player8@myteam.com	0654321019
10	Player	9	player9@myteam.com	0654321020

On the right, the ASKFast Excel App configuration panel is visible. It includes a navigation bar with 'Home', 'Reports', 'Settings', and 'Login'. The 'Home' tab is active, showing a series of steps for configuring a message:

- Step 1*:** Select a column having addresses along with headers. Customize your headers by going to the Settings tab.
- Step 2:** Enter a message to be sent. The message input field contains: "When are you practising football next in Coolhaven, Rotterdam?"
- Step 3:** Language: English (United Kingdom) (selected).
- Step 4:** Message type: Open (selected).
- Step 5:** Please uncheck if you want to ignore any address columns. The checkboxes for XMPP, E-Mail, Call, SMS, and Twitter are all checked.
- Step 6:** Attach your name to your message. The 'Sender Name' field contains 'Football-Coach' and the 'Subject' field contains 'Practise practise'.
- Step 7:** Send your message. A 'Send!' button is present.

At the bottom of the panel, there is a link to 'www.ask-fast.com'.

Generate report:

For a message type to which a response is expected from a user (E.g, Yes/No and Open message type), the report comes in handy to analyse the feedback from the audience. This can be very useful to create charts and data grids. Following is an example for the open message type:

The screenshot displays an Excel spreadsheet titled 'Book1.xlsx (Read-Only) - Excel' with a 'Reports' tab selected. The spreadsheet contains a table with the following data:

Timestamp	Message Type	Question	Responder	Medium	Responder Name	Status	Response
Mon Mar 17 2014 13:58:14	Open	When are you practising football next in Coolhaven, Rotterdam?	player1@myteam.com	EMAIL	Player 1	Responded	Today
Mon Mar 17 2014 13:58:36	Open	When are you practising football next in Coolhaven, Rotterdam?	player2@myteam.com	EMAIL	Player 2	Not Responded	N/A
Mon Mar 17 2014 13:59:26	Open	When are you practising football next in Coolhaven, Rotterdam?	player3@myteam.com	EMAIL	Player 3	Responded	Tomorrow
Mon Mar 17 2014 13:58:58	Open	When are you practising football next in Coolhaven, Rotterdam?	player4@myteam.com	EMAIL	Player 4	Responded	Tomorrow
Mon Mar 17 2014 13:58:80	Open	When are you practising football next in Coolhaven, Rotterdam?	player5@myteam.com	EMAIL	Player 5	Responded	Tomorrow
Mon Mar 17 2014 13:59:27	Open	When are you practising football next in Coolhaven, Rotterdam?	player6@myteam.com	EMAIL	Player 6	Not Responded	N/A
Mon Mar 17 2014 13:58:10	Open	When are you practising football next in Coolhaven, Rotterdam?	player7@myteam.com	EMAIL	Player 7	Responded	On Tuesday
Mon Mar 17 2014 13:58:12	Open	When are you practising football next in Coolhaven, Rotterdam?	player8@myteam.com	EMAIL	Player 8	Responded	I will let you know.
Mon Mar 17 2014 13:59:28	Open	When are you practising football next in Coolhaven, Rotterdam?	player9@myteam.com	EMAIL	Player 9	Responded	On Tuesday
Mon Mar 17 2014 13:58:14	Open	When are you practising football next in Coolhaven, Rotterdam?	player1@myteam.com	SMS	Player 1	Not Responded	N/A
Mon Mar 17 2014 13:58:16	Open	When are you practising football next in Coolhaven, Rotterdam?	player2@myteam.com	SMS	Player 2	Responded	I do not know.
Mon Mar 17 2014 13:59:29	Open	When are you practising football next in Coolhaven, Rotterdam?	player3@myteam.com	SMS	Player 3	Not Responded	N/A
Mon Mar 17 2014 13:58:19	Open	When are you practising football next in Coolhaven, Rotterdam?	player4@myteam.com	SMS	Player 4	Not Responded	N/A
Mon Mar 17 2014 13:58:21	Open	When are you practising football next in Coolhaven, Rotterdam?	player5@myteam.com	SMS	Player 5	Not Responded	N/A
Mon Mar 17 2014 13:59:30	Open	When are you practising football next in Coolhaven, Rotterdam?	player6@myteam.com	SMS	Player 6	Responded	Tomorrow
Mon Mar 17 2014 13:58:23	Open	When are you practising football next in Coolhaven, Rotterdam?	player7@myteam.com	SMS	Player 7	Not Responded	N/A

Overlaid on the right side of the spreadsheet is the 'ASKFast Excel App' interface. It includes a navigation bar with 'Home', 'Reports', 'Settings', and 'Login'. The main area contains a series of steps for generating a report:

- Step 1*:** Select a column having addresses along with headers. Customize your headers by going to the Settings tab.
- Step 2:** Enter a message to be sent. (Input: When are you practising football next in Coolhaven, Rotterdam?)
- Step 3:** Language: English (United Kingdom)
- Step 4:** Message type: Open
- Step 5:** Please uncheck if you want to ignore any address columns. (Options: XMPP, E-Mail, Call, SMS, Twitter)
- Step 6:** Attach your name to your message. (Sender Name: Football-Coach, Subject: Practise practise!)
- Step 7:** Send your message. (Send! button)

At the bottom, there is a link to 'Check out our developer friendly APIs and other products at: www.ask-fast.com'.

Settings:

We do not work with only fixed templates. The *Settings* tab helps you adapt your existing format of the excel sheet and send messages or initiate phone calls accordingly. The app works on column names as part of the first row of data in the excel range selected.

In the following example, we have a column for Email address, but we also want to use the same column for sending out XMPP messages. This can be configured by updating the XMPP header value with the corresponding column name. In our example, its *Email*.

Book1.xlsx [Read-Only] - Excel

FILEHOMEINSERTPAGE LAYOUTFORMULASDATA REVIEWVIEW

B2: X ✓ fx 1

	A	B	C	D	E	F	G	H	I	J	K	L
1	First Name	Last Name	Email	Phone								
2	Player	1	player1@myteam.com	0654321012								
3	Player	2	player2@myteam.com	0654321013								
4	Player	3	player3@myteam.com	0654321014								
5	Player	4	player4@myteam.com	0654321015								
6	Player	5	player5@myteam.com	0654321016								
7	Player	6	player6@myteam.com	0654321017								
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Sheet1Reports+

READY

ASKFast Excel App

ASKFast

HomeReportsSettingsLogin

We parse the columns based on the following headers:

First nameHeader:First Name

Last nameHeader:Last Name

XMPPHeader:Email

SMSHeader:Mobile

CallHeader:Fixed Line

EmailHeader:Email

TwitterHeader:Twitter

Success