**BULK EMAIL**

**(Lead/Entity)**

* Firstly collect all Email from file . Check if there is any invalid Email is present.
* Create new Email Template if necessary according to requirement and save it to Tribal Email Folder.
* Add merge field in Email Template as per requirement.
* Verify it by sending default mail . (Option is available in salesforce email template )
* If Email is correct then make new CSV file which contain 3 Column.

EmailID, TextMessage , is

* There is one field make it to **false** and
* On production there is object **send\_Email\_\_c**
* Map csv file column with send\_Email\_\_c object field.
* insert record in that object .