# Newsletter template

**Aim**: This template will hep you come up with interesting topics for your monthly newsletter. The aim of this newsletter is to build a connection with your community and provide them with useful information: short and to the point. Use it to teach your community about your product and provide them with tools to use it efficiently.

**Audience**: Community you’re building for your company.

# [Company name] roundup: [month + year]

New features, product updates, events and announcements to help you build and deliver innovative [insert industry]

This month’s roundup includes:

1. [topics with links]

[Topic 1 title] MANDATORY

Short description of the topic and what’s it about. You can add here a reference to the type of content the reader will get to when clicking the link

Explore in more detail

## [Topic 2 title]

Short description of the topic and what’s it about. You can add here a reference to the type of content the reader will get to when clicking the link

Explore in more detail

Further improvements to [product-name] OPTIONAL

Describe a product improvement and a catchy intro to compel the reader to read the blog post or a news press.

Explore in more detail / Read the post

## Other product updates OPTIONAL

1. Include minor product updates worth mentioning.

|  |
| --- |
| API Changelog Did you know? MANDATORY Add a tip on how to use a part of your product and add a link to your documentation.    Read the docs   Live Q&A: OPTIONAL Add a link to a webinar or a live event    Set a reminder / Save your seat [month] Office Hours: OPTIONAL Join our [engineer], [full-name], [job-title] will be running an office hours and overview session on [date + timezone] on [feature/product-name] to explain how it works, how to use it, what more can you do with it!    Set a reminder / Save your seat |
| Industry news  1. Add some current industry news (1-3 points) and links to articles. |

Upcoming events OPTIONAL

Short description of an event with links and how is the event relevant to your company.

Helpful resources MANDATORY

Include links to documentation, this section will never change and will become a point of reference for your company’s educational resources. General links only, e.g. company.com/documentation, don’t include links to specific articles.

We’re hiring! OPTIONAL

Check out our job board for lots of exciting opportunities.

With love from [company-name]

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