

# **REPORT**

## **EMAIL AUTOMATION USING RPA**

**Group Name: TECH SMART**

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# 1.Introduction

In industries while conducting workshops, competitions etc. it is necessary to send bulk certificates to candidates that to with specific certificates for a specific candidate.

Through this project, we can create a system that will automatically sends the certificates to candidates through email with a particular subject line and body of email. For this first we should store all the certificates of candidates in the same order as stored in the excel. All these certificates (Attachments) should have a common path except the last value. We will be using Email SMTP-POP3 VOB and Excel VBO.

## Tool to be used:

➤ Blue Prism

## About Blue Prism

### Introduction to Blue Prism

Blue prism is a UK-Based Software Company and is one of the leading robotic process automation tools. It is used to automate mundane tasks such that they could operate without any manual intervention. Blue prism has gained edge over its competitors as it has better security, flexibility, scalability, compliance, and resilience.

### Pre-requirements for Blue Prism

The following are the prerequisites for the Blue Prism. It is the only software which ?

- Creates and supports a digital workforce of industrial strength and enterprise scale
- Does not require IT skills to implement

- Can be implemented in sprints of 4 to 8 weeks (Start to finish)
- Is very low cost compared to the TCO of alternative solutions
- Provides tremendous payback with self-funding returns and an ROI that has been as high as 80%
- Can be managed within IT infrastructure and processes

## **Purpose**

Email automation is a way to create emails that reach the right people with the right message at the right moment—without doing the work every time, sending automated messages leveraging a marketing automation tool. Attachments are a powerful feature of email, which enables you to enclosed additional files (e.g. Data files, spread sheets, word processor documents) with your email. Although attachments can be very useful they should be used sparingly and with care to avoid security or other problems.

## **Project Objectives:**

By the end of this project, you will:

- Gain insights into building blocks of blue prism automation.
- Importing MS Excel VBO (Visual Basic for Applications) in Blue Prism.
- Importing Email VBO (Visual Basic for Applications) in Blue Prism.
- Tuning Process Studio with specific needs.
- Working with different stages in the Process studio.

- Building a bot to automatically send mails with attachments to a list of people.

**Project Flow:**

- Creating a Blue prism Process Model and binding it with a MS Excel VBO and Email VBO.
- Importing Blue Prism MS Excel VBO (Visual Basic for Applications)
- Importing Email VBO (Visual Basic for Applications)
- Binding Process Model with MS Excel VBO.
- Binding Process Model with Email VBO.
- Opening MS Excel Workbook.
- Specifying Blue Prism Stages to work on MS Excel Workbook in Prism.
- Tuning Process Flow with Blue Prism Actions.
- Closing MS Excel Workbook.
- Tuning Process Flow with Blue Prism Actions.

To accomplish this, we have to complete all the activities and tasks listed below:

- Configure the Process Model
  - Import MS Excel VBO
  - Import Email VBO
  - Process Model binding with MS Excel VBO

- Process Model binding with Email VBO
- Adding Process Stages
  - Create Instance
  - Open Excel file
  - Getting email IDs
  - Closing Excel file
  - Configuring Email
  - Fetching attachments
  - Sending mails
- Test the Model
  - Test Process Model

## **2.Literature Survey**

### **EXISTING SYSTEM:**

In early Email system everyone should encrypt their e-mail. With identity theft on the rise, should anyone risk passwords, credit card transactions, Social Security numbers, and other sensitive information in an e-mail message Consider how often transfer company confidential information salaries, vendor bids, purchase transactions, and the like all via e-mail. Yet most e-mail messages remain unencrypted, even in the face of increasingly sophisticated hackers bent on pillaging confidential information for their own gain. Why do most people continue to fail to protect themselves despite the long-time availability of systems based on

public-key infrastructure The answer is simple: PKI is just too difficult for the average user. It requires a tremendous overhead in terms of setting up a public key : locating a certificate authority that can issue a digital certificate to authenticate that public key, somehow publicizing the public key to others, renewing the certificate when it expires, and so on. E-mail senders must also look up a recipient's public key before encrypting an e-mail. So unless a company mandates the use of encrypted e-mail, this mountain of work is just too much for most people. One proposed solution to this problem is identity-based encryption, which is simpler than PKI because it allows an arbitrary string of characters and numbers to serve as a public key. This simple change in concept has some surprisingly far-reaching effects in simplifying public-key encryption.

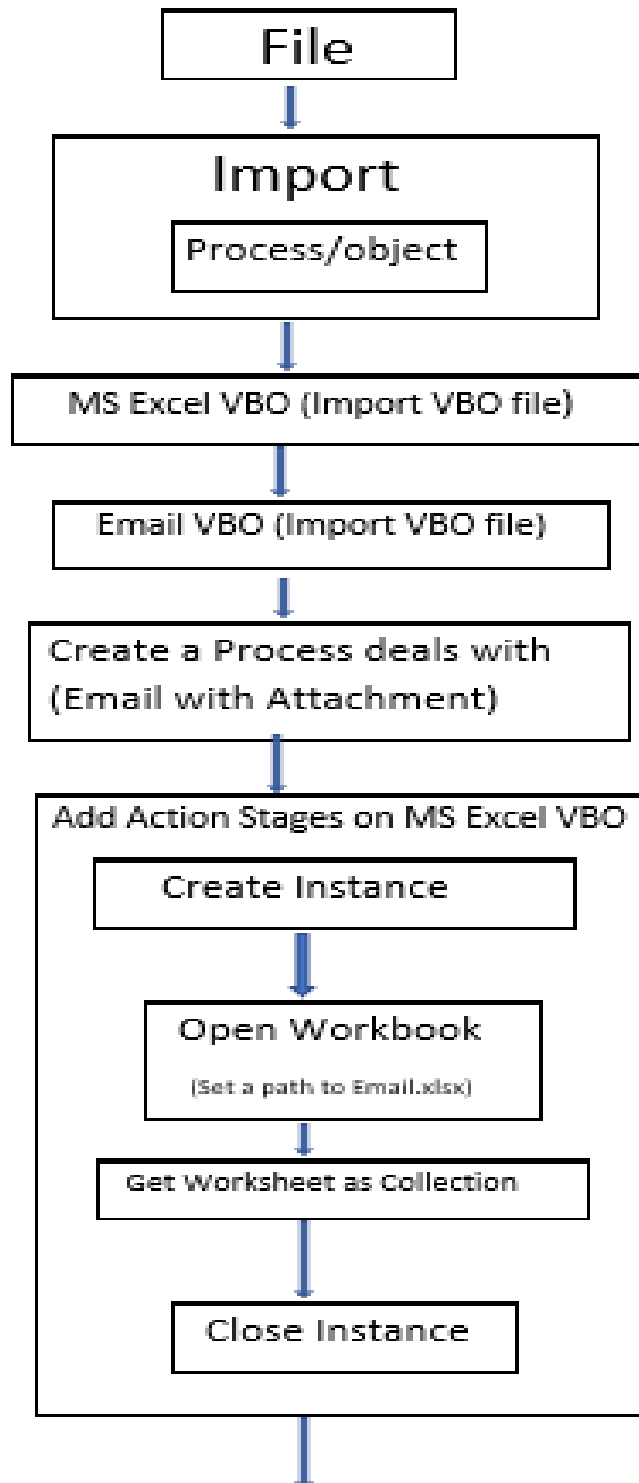
### **PROPOSED SYSTEM:**

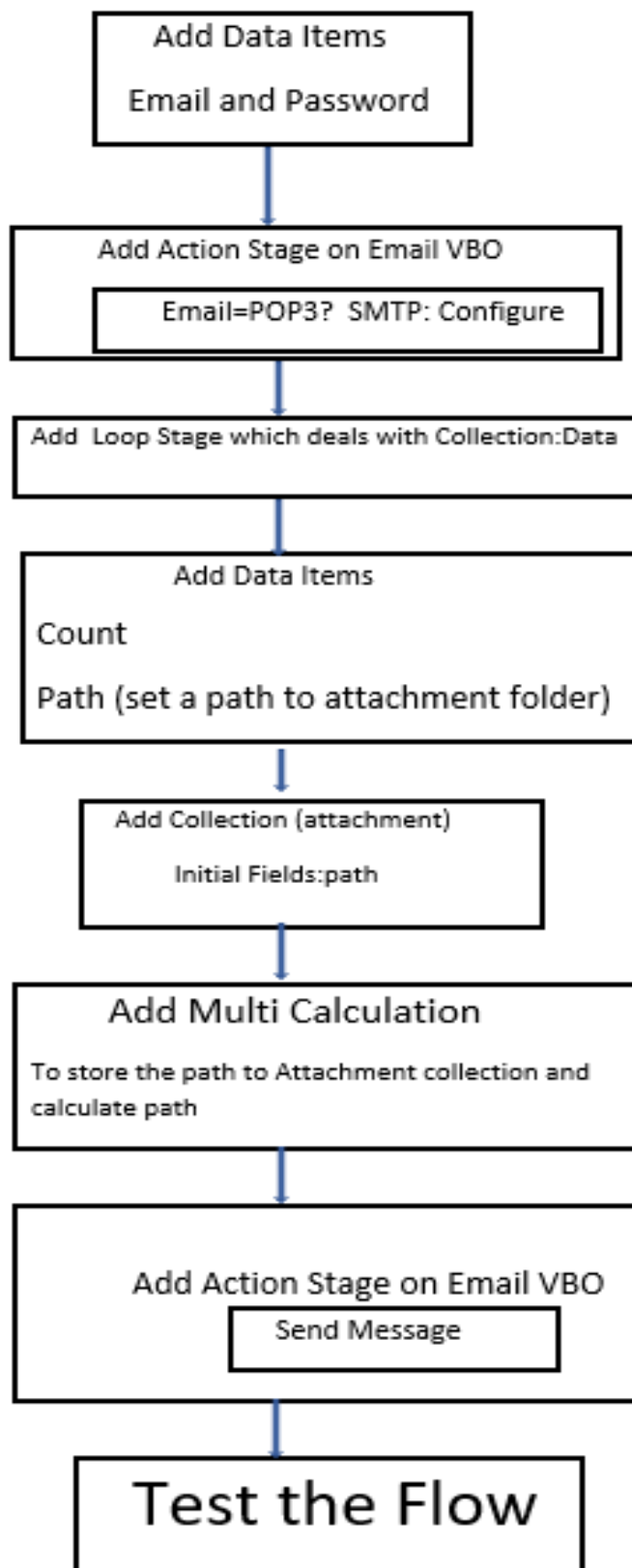
Creating a Blue prism Process Model and binding it with a MS Excel VBO and Email VBO. Importing Blue Prism MS Excel VBO (Visual Basic for Applications) . Importing Email VBO (Visual Basic for Applications) Binding Process Model with MS Excel VBO. Binding Process Model with Email VBO. Opening MS Excel Workbook. Specifying Blue Prism Stages to work on MS Excel Workbook in Prism. Tuning Process Flow with Blue Prism Actions. Closing MS Excel Workbook. Tuning Process Flow with Blue Prism Actions.

- **cheap** - sending an email costs the same regardless of distance and the number of people you send it to
- **fast** - an email should reach its recipient in minutes, or at the most within a few hours
- **convenient** - your message will be stored until the recipient is ready to read it, and you can easily send the same message to a large number of people
- **permanent** - you can keep a record of messages and replies, including details of when a message was received

### 3.Theoritical Analysis

Block Diagram:







# Hardware / Software designing

## Software:

Installation and Setup Guide for Blue Prism:

<https://www.youtube.com/watch?v=SKMXYqmvAZI>

Installation and Setup Guide for MS Excel:

[https://microsoft\\_excel.en.downloadastro.com](https://microsoft_excel.en.downloadastro.com)

## Hardware Required:

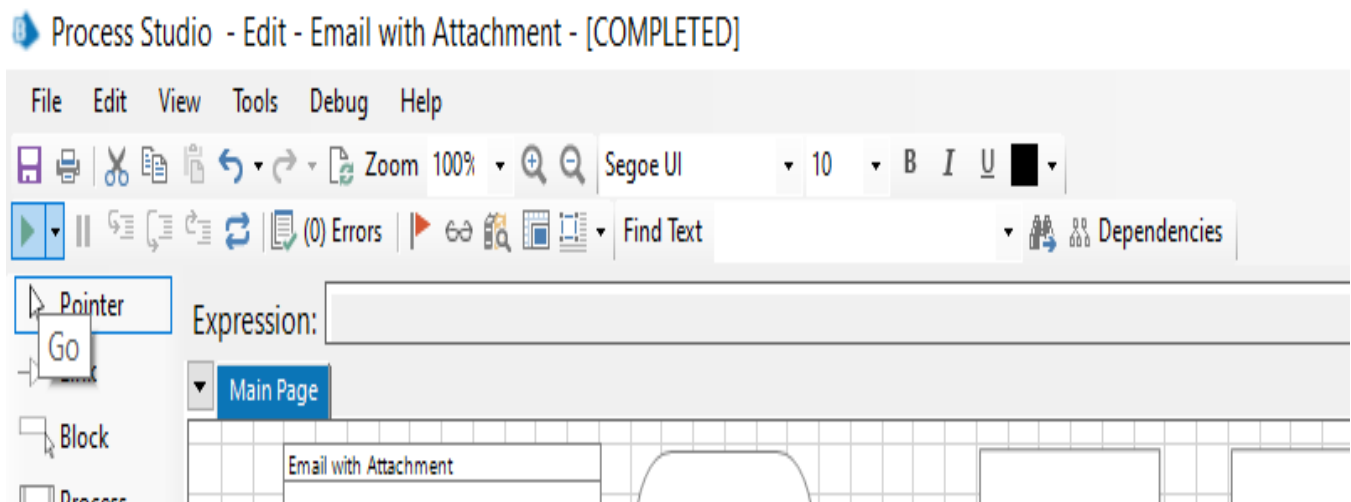
The following is the Hardware required to complete this project:

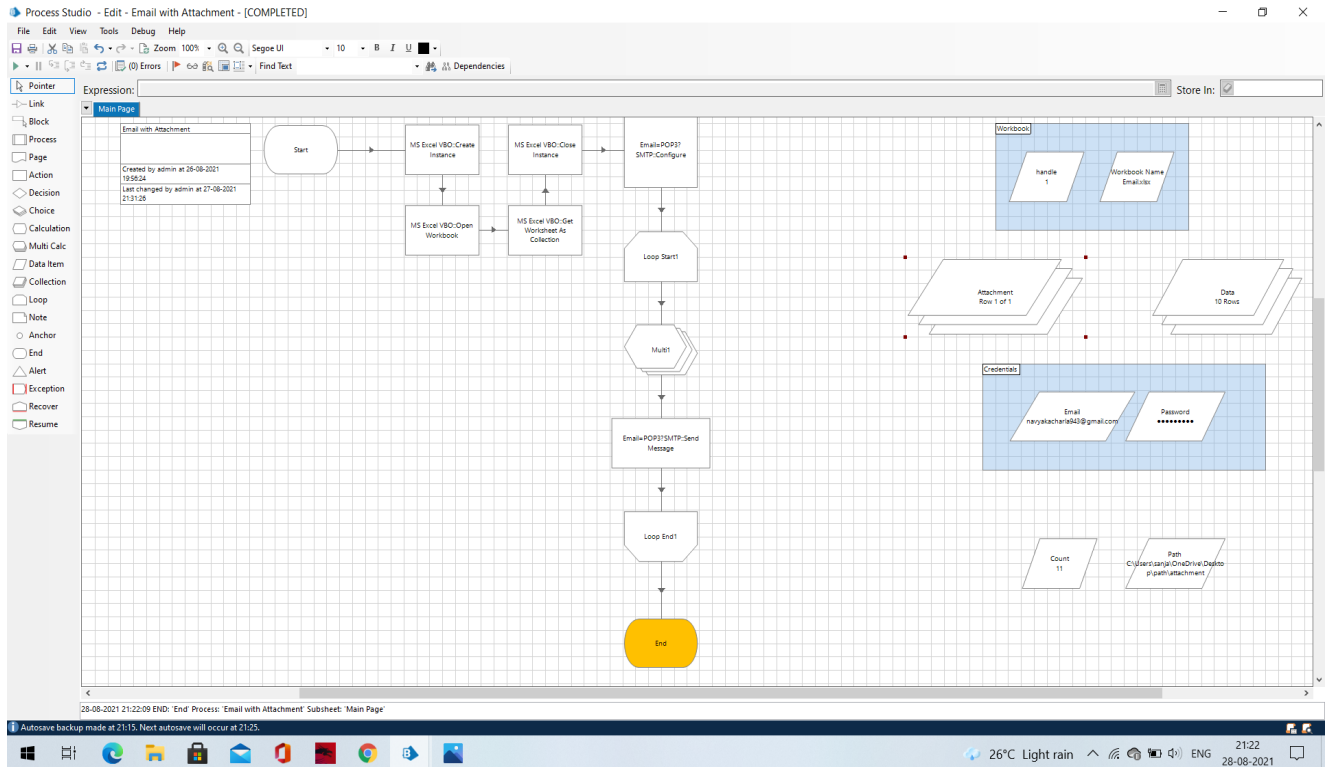
- Internet connection to download and activate
- Administration access to install and run Blue Prism
- Minimum 10GB free disk space
- Windows 8.1 or 10 (64-bit version only) OR Cloud: Get started free, \*Cloud account required

Minimum System Requirements To run Office Excel 2013, your computer needs to meet the following minimum hardware requirements:

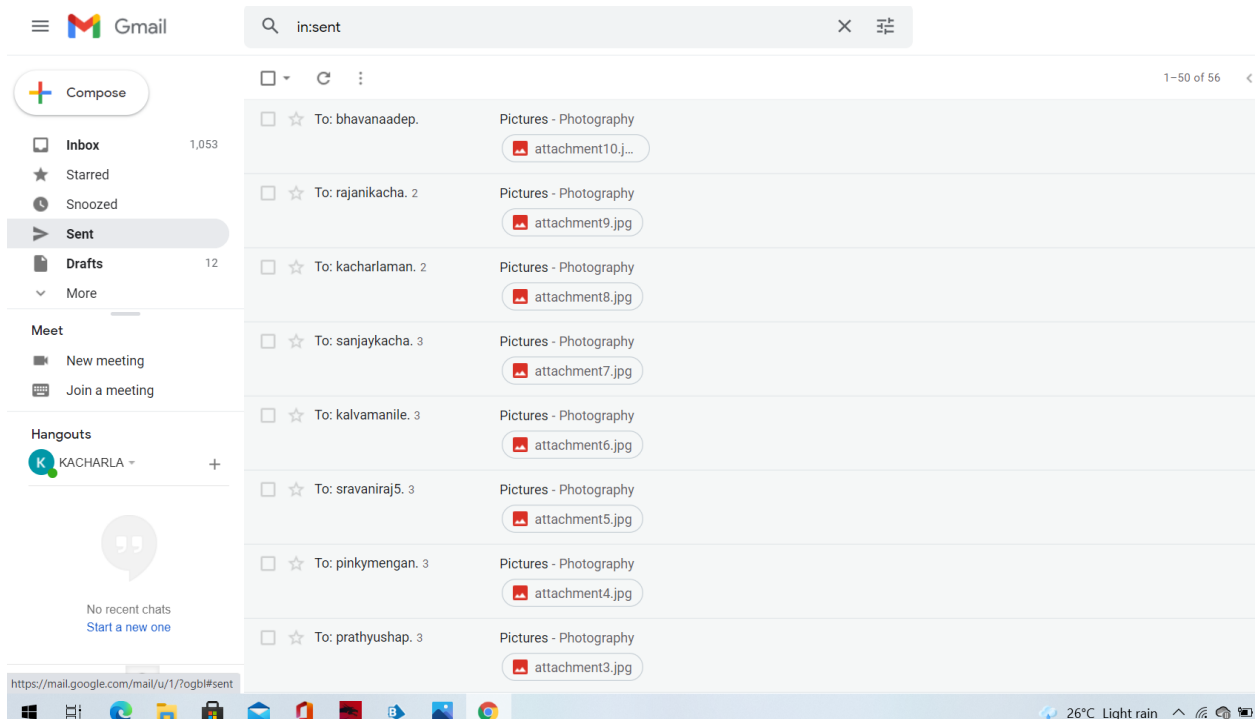
- 500 megahertz (MHz)
- 256 megabytes (MB) RAM
- 1.5 gigabytes (GB) available space
- 1024x768 or higher resolution monitor

## 4.FLOWCHART

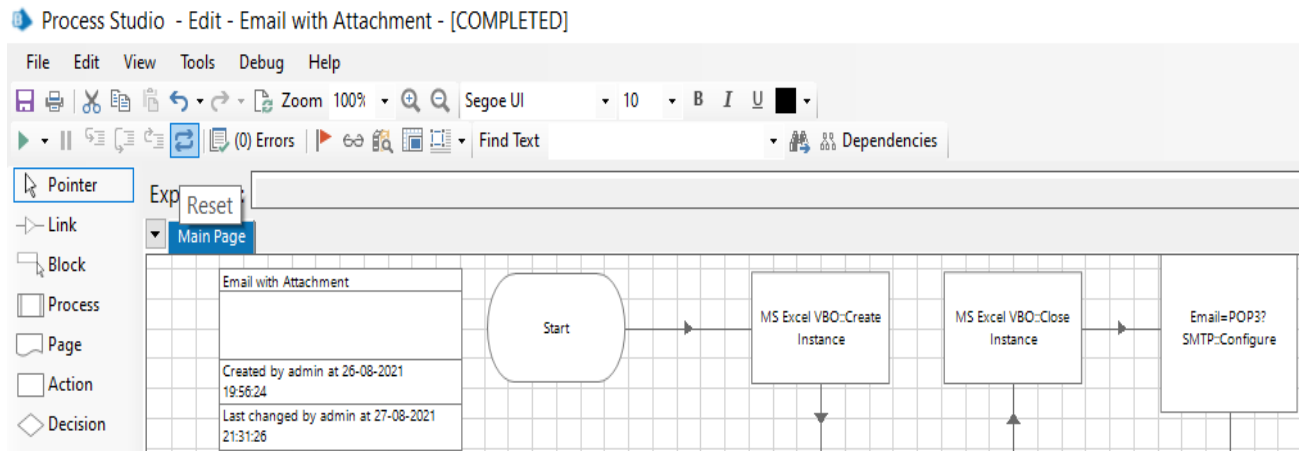




## 5.RESULT



Click on the Main Page, click on the Reset button to reset the cache to rerun the process object as fresh.



## 6.ADVANTAGES & DISADVANTAGES

### Advantages :

- Speed of Delivery.
- Cost Saving.
- Availability and Security.
- Email attachments is easy way to send small files.
- Powerpoint presentation, Word File, Pdf files, Picture, Video etc can be sent easily by email.
- Files can be transferred from one computer to another using email attachments.
- No geographical barrier, files can be transferred from one country to another country instantly.
- For printing and scanning purpose files can be shared by email attachment.

### Disadvantades:

- Takes time to upload and download files or other attachments.
- Large files cannot be sent by free email service.
- Additional software is required to open specific file format.
- Sometimes attachments and files sent by email contains virus which may affect your computer.
- Files may not be uploaded or downloaded properly from email if internet speed is slow.

## 7.APPLICATIONS

- Welcome Emails. Initial contact with prospects typically finds them unready to do business.
- Email Newsletters.
- Dedicated Emails.
- Lead Nurturing Emails.
- Sponsorship Emails.
- Transactional Emails.
- Re-Engagement Emails.
- Brand Story Emails.

## 8.CONCLUSION

Although attachments can be very useful they should be used sparingly and with care to avoid security or other problems. system that will automatically sends the certificates to candidates through email with a particular subject line and body of email.

The Attachments collection should have a single column named Path. You would put in there all the attachments that you want to share, one row per file. Do not leave any rows empty, otherwise it will fail.

Email automation can tremendously help you as an e Commerce store owner stay engaged with your customers while increasing conversions and boost sales significantly. Let's follow the tips and think about specific occasions that you can take advantage of and honestly communicate with them. By delivering targeted messages to the right cohorts at the right time, email automation can help you convert more subscribers into frequent buyers and experience better results over time.

## **9.FUTURE SCOPE**

Email is the most widely-used communication and collaboration tool in business today. In hindsight, its rapid adoption and widespread appeal for business was an obvious evolution — with features like instant accessibility, easy document and image sharing, time and date-stamps, and, in most cases, the electronic equivalent of a permanent paper-trail. The leading purveyors of desktop software in the 1990's clearly foresaw this potential; creating client-based email applications such as Lotus Notes, Outlook, and Eudora that capitalized on these benefits. A decade later client-based email is the de facto standard for business communications. With handy extra features like calendars, address books, workflow tools and integration into CRM systems, if it has to do with a business process, it is probably available for your client-based email application.

## **10.BIBILOGRAPHY**

**<https://www.gmass.co/blog/mass-email-with-personalized-attachments/>**