

HOW TO

capture email addresses on your website and on your Facebook page

On your **Apps & Integrations** page, under the Apps & Integrations section, you will first see a **Distribution List Facebook Tab** box, followed by a **Distribution List Widget** box. Either of these will allow you to generate code to create a capture widget on either your website or your Facebook page respectively.

Simply select the appropriate fields you would like the capture widget to contain, then click **Generate Widget Code** for your website. Or for the Facebook option, click **Save Tab Settings**, then Add Tab to Facebook.

For Facebook, you must be listed as as Admin for your particular Facebook page. This is found on the Facebook page itself, click on **Settings**, and then **Page Roles**.

The image shows two screenshots of the Rezora Distribution List configuration interface. The top screenshot is titled "Distribution List Website Widget" and contains the following fields with checkboxes: Full Name, Email Address, Company, Title, Business Address Street, Business Address Unit, Business Address City, Business Address State, Business Address Zip, Phone Number (Home), Phone Number (Work), Phone Number (Mobile), Fax Number, Home Address Street, Home Address Unit, Home Address City, Home Address State, and Home Address Zip. At the bottom, there is a dropdown menu for "Distribution List" and a green button labeled "Generate Widget Code". The bottom screenshot is titled "Distribution List Facebook Tab" and contains the same fields as the top screenshot. At the bottom, there is a dropdown menu for "test@id" and two green buttons labeled "Save Tab Settings" and "Add Tab To Facebook".

