

# How to set up automatic email to be sent to customers who did not complete the purchase?

01) Access the Control Panel

02) After login click Settings >> Pending Shopping Cart

Click Enable Auto Notify Pending Customers Shopping Cart >> Click EDIT >> Change to TRUE >> Click the UPDATE button

Click Email Template Auto Notify Pending Customers Shopping Cart English >> Click EDIT >> Select the default email template for the Portuguese language >> Click on the UPDATE button

Click on the Email Template Auto Notify Pending Customers Cart Español >> Click on EDIT >> Select the default email template for the language English >> Click on the UPDATE button

Click on Email Template Auto Notify Pending Customers Shopping Cart English >> Click on EDIT >> Select standard email template for Spanish language >> Click on the UPDATE button

If you want to edit template emails, go to Control Panel >> Tools >> Email Template

>> Click on EDIT >> Set how many days after the email is to be sent, only numbers in this field, example: if set 2 days, 3-5 days after day 08/03 Email will automatically be sent to customers with pending shopping cart >> Click the UPDATE button

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