

Newsletter

The newsletter reports, available from the Website Administration main menu, give you information about your online mailing list. This optional (and free) feature is used to automatically send your readers an email notification whenever a new issue of your paper is posted online. This list can also be used to notify your readers of a breaking news item. Contact an Our-Hometown representative at (315) 294-6932 if you wish to enable this feature on your website.

There are two options for the Newsletter report: **Count** and **Details**.

Count

Click on Count to view the total number of subscribers to your newsletter(s).

Newsletter	Subscribers
www.ourhometown.com	41
Grand Total	41

Details

Click on Details to view a list of all the specific email addresses subscribed to your newsletter(s).