

1

Log into your WebSMS account

After [sign up](#) can access your account by entering your username (registration email) and password in <https://www.labsmobile.com/en/login>.

2

Import or upload data

In the Address tab of your account, you can either [import](#) or [enter manually](#) tion for bulk sendings or campaigns.

3

Check that you have credit

Before sending anything, make sure that you have enough credit next to the Messages tab on the main menu. If you don't have enough credit, you can [Buy credits](#) by credit card or bank transfer.

4

Access the sending form

Enter the option [SEND SMS - Send agenda](#) k sendings or campaigns to the account databases.

5

Choose recipients

In the first field, select the groups or databases that you want to receive your message. You can also search for and select or deselect individual recipients.

6

Enter the sender

The next step is to personalize the sender with a maximum of 11 characters of numbers and letters, without special symbols.

7

Write the message

You can compose the text of the message from a template, or add hyperlinks leading to files or landing pages. Introduce variables such as name or other details to personalize the message to each recipient.

8

Check the sending details

Underneath you'll see the number of characters of the message, recipients per country and how many credits your bulk message will use up.

9

Schedule the messages

The last field of the form allows you to select the date and time of when you want to send the messages.

10

Confirm and send

Lastly, click the Send button. Confirm after checking the summary of all the details of the sending operation (numbers, message, recipients, day/time etc.).

11

Results and sending status

You can consult and export data on all sent messages and their statuses (sent, processed, delivered or error) from the [Campaigns](#) tab.