

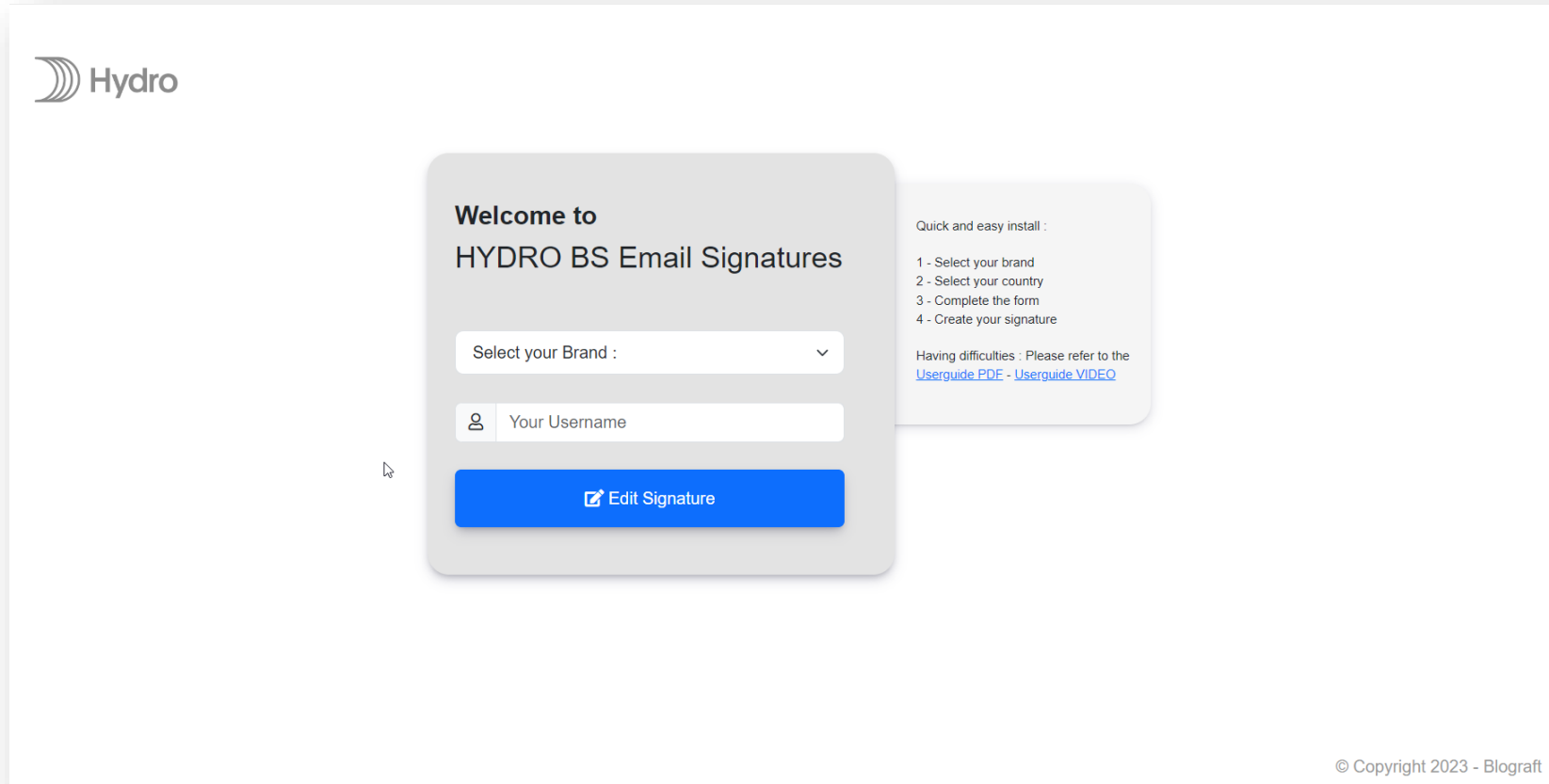


USER GUIDE – Creation tool mail signature

December 2023

How to create a corporate email signature?

Click on this link: http://hbs_sign.global.to/v2/index.php



The screenshot shows the 'Welcome to HYDRO BS Email Signatures' interface. It features a grey sidebar with the Hydro logo and a main content area. The main area contains a form with a 'Select your Brand' dropdown, a 'Your Username' input field, and a blue 'Edit Signature' button. To the right of the form is a 'Quick and easy install' section with a 4-step list and links to 'Userguide PDF' and 'Userguide VIDEO'. The footer indicates '© Copyright 2023 - Blograft'.

Welcome to
HYDRO BS Email Signatures

Select your Brand :

 Your Username

 Edit Signature

Quick and easy install :

- 1 - Select your brand
- 2 - Select your country
- 3 - Complete the form
- 4 - Create your signature

Having difficulties : Please refer to the [Userguide PDF](#) - [Userguide VIDEO](#)

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Select your brand



Welcome to
HYDRO BS Email Signatures

Select your Brand : ▼

Select your Brand :

ASKEY

DELTA SERVICES

DOMAL

GLOBAL

SAPA

TECHNAL

WICONA

Quick and easy install :

1 - Select your brand
2 - Select your country
3 - Complete the form
4 - Create your signature

Having difficulties : Please refer to the
[Userguide PDF](#) - [Userguide VIDEO](#)



Select your country



Welcome to
HYDRO BS Email Signatures

SAPA

Select your Country :

Select your Country :

BENELUX

DENMARK

FINLAND

NORWAY

POLAND

SWEDEN

TURKEY

Quick and easy install :

- 1 - Select your brand
- 2 - Select your country
- 3 - Complete the form
- 4 - Create your signature

Having difficulties : Please refer to the
[Userguide PDF](#) - [Userguide VIDEO](#)



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Select your type of signature



Welcome to
HYDRO BS Email Signatures

SAPA ▼

SWEDEN ▼

Office ▼

Select Type :

Office

Homeoffice

 Edit Signature

Quick and easy install :

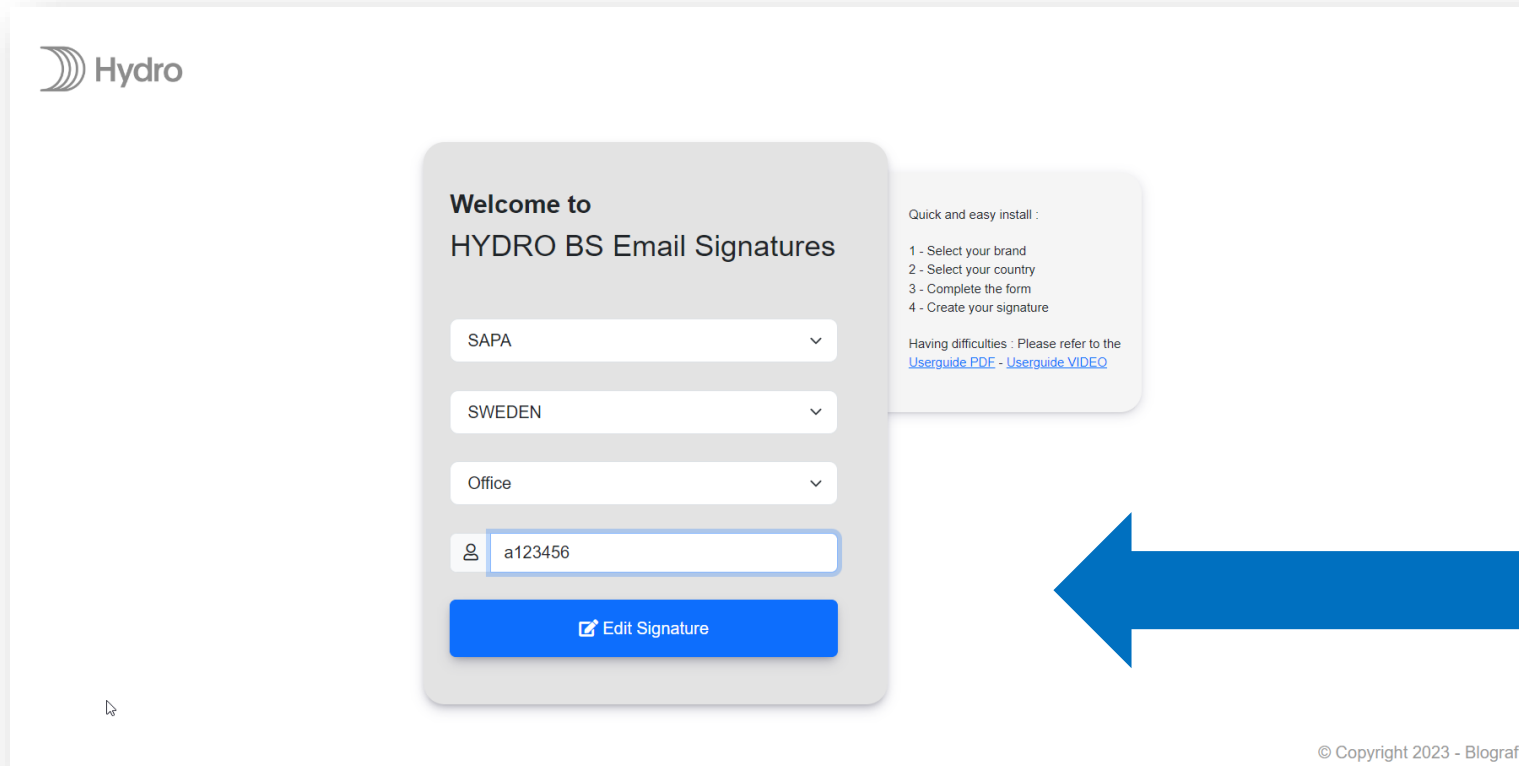
- 1 - Select your brand
- 2 - Select your country
- 3 - Complete the form
- 4 - Create your signature

Having difficulties : Please refer to the
[Userguide PDF](#) - [Userguide VIDEO](#)



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Enter your ID User Hydro* and validate



The screenshot shows the 'Welcome to HYDRO BS Email Signatures' setup page. It features a grey sidebar with the Hydro logo and a main content area. The sidebar contains a 'Welcome to HYDRO BS Email Signatures' section with four dropdown menus: 'SAPA', 'SWEDEN', 'Office', and a user ID field containing 'a123456'. Below these is a blue 'Edit Signature' button. The main content area has a 'Quick and easy install' section with a 4-step list: 1 - Select your brand, 2 - Select your country, 3 - Complete the form, 4 - Create your signature. Below this is a link to 'Userguide PDF - Userguide VIDEO'. A large blue arrow points from the right towards the user ID field in the sidebar. The footer includes a copyright notice: '© Copyright 2023 - Blograft'.

Hydro

**Welcome to
HYDRO BS Email Signatures**

SAPA ▼

SWEDEN ▼

Office ▼

 a123456

 Edit Signature

Quick and easy install :

- 1 - Select your brand
- 2 - Select your country
- 3 - Complete the form
- 4 - Create your signature

Having difficulties : Please refer to the [Userguide PDF](#) - [Userguide VIDEO](#)

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* See the page 18 to find out your ID user Hydro

Complete the form with your personal data.
You can modify all the fields.

Best regards,


By 

Enter your name and first name
Enter your position

Hydro Building Systems Sweden AB
Metallvägen 5
S-574 81 Vetlanda
Sverige
Enter your number cell phone
Enter your number phone
[Enter your email](#)
<https://www.sapabuildingsystem.com/sv/se/> | www.hydro.com


Every unique house
inspires those living in it



Please consider the environment before printing this email.

 **EDIT**

Greetings:

Name, Firstname:

Function / Position:

Email:

Address:

Mobile:

Phone:

D Phone:

Web sites:

Save your personal data



PREVIEW

Best regards,



Enter your name and first name

Enter your position

Hydro Building Systems Sweden AB
Metallvägen 5
S-574 81 Vetlanda
Sverige

Enter your number cell phone

Enter your number phone

Enter your email

<https://www.sapabuildingsystem.com/sv/se/> | www.hydro.com



Every unique house
inspires those living in it

Please consider the environment before printing this email.





EDIT

Greetings: Best regards,

Name, Firstname: Name Name

Function / Position: Responsible House

Email: name.name@hydro.com

Address: Hydro Building Systems Sweden AB

Metallvägen 5

S-574 81 Vetlanda

Sverige

Mobile: 0123456789

Phone: Enter your number phone

D Phone: Enter your number direct phone company

Web sites: <https://www.sapabuildingsystem.com/sv/se/> www.hydro.com

Save your personal data

Download your signature

8

Download your signature



PREVIEW 

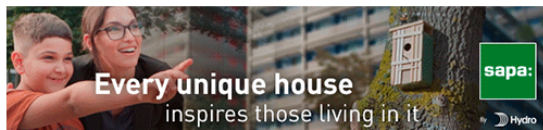
Best regards,



by 

Enter your name and first name
Enter your position

Hydro Building Systems Sweden AB
Metallvägen 5
S-574 81 Vetlanda
Sverige
Enter your number cell phone
Enter your number phone
[Enter your email](https://www.sapabuildingsystem.com/sv/se/)
<https://www.sapabuildingsystem.com/sv/se/> | www.hydro.com



Please consider the environment before printing this email.



 EDIT

Greetings: Best regards,

Name, Firstname: Name Name

Function / Position: Responsible House

Email: name.name@hydro.com

Address: Hydro Building Systems Sweden AB

Metallvägen 5

S-574 81 Vetlanda

Sverige

Mobile: 0123456789

Phone: Enter your number phone

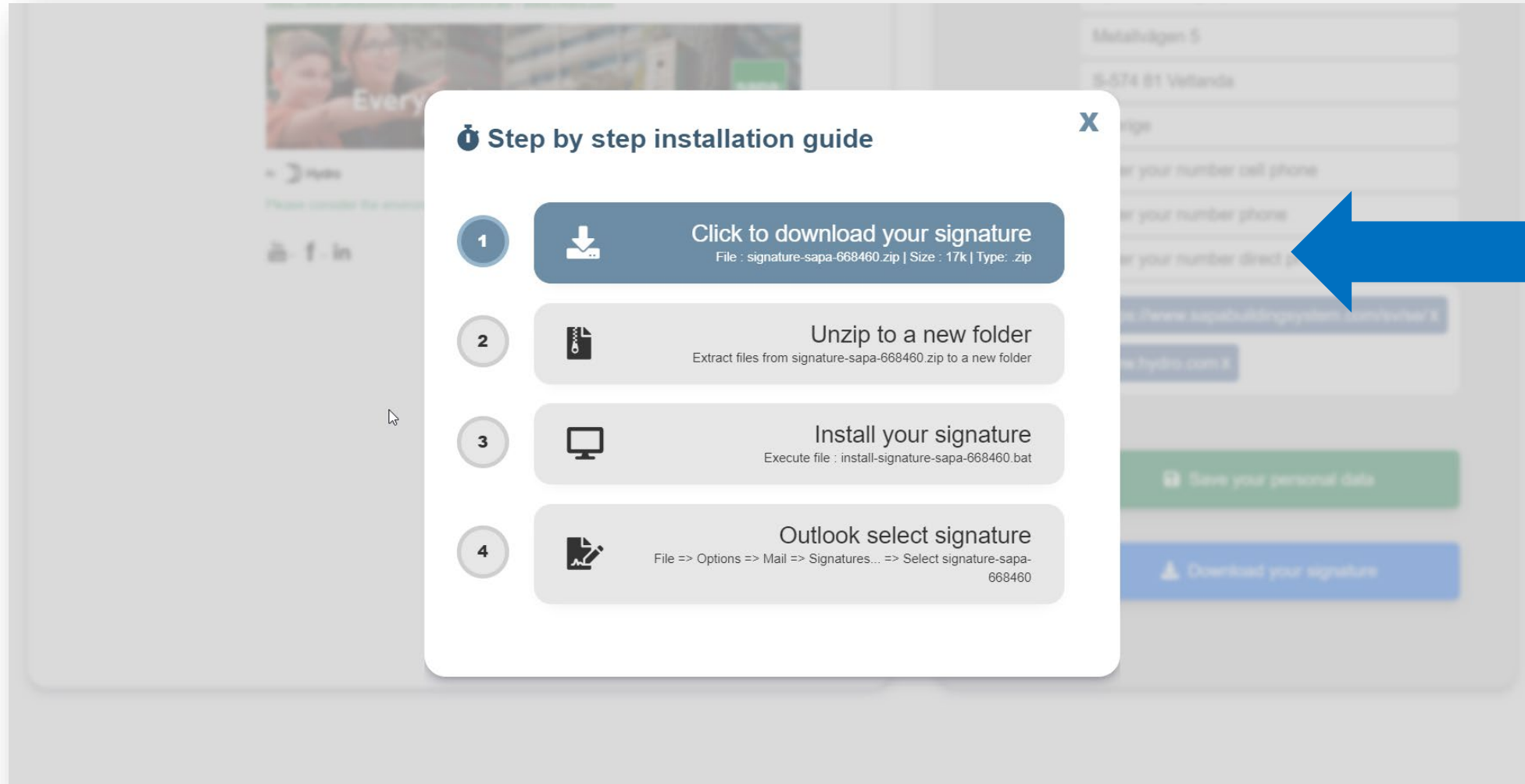
D Phone: Enter your number direct phone company

Web sites: <https://www.sapabuildingsystem.com/sv/se/X> www.hydro.com/X

 Save your personal data

 Download your signature

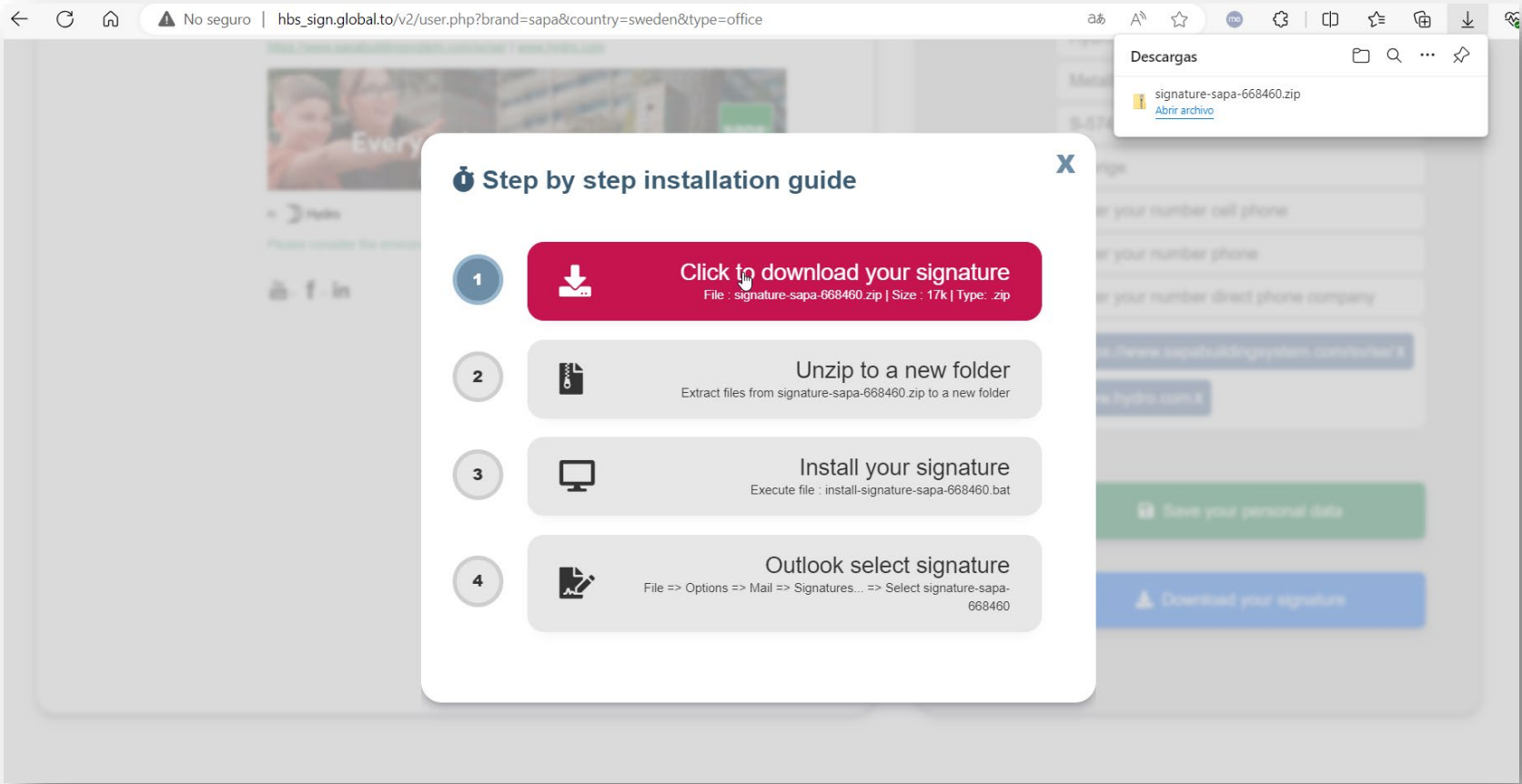
Click to download the signature



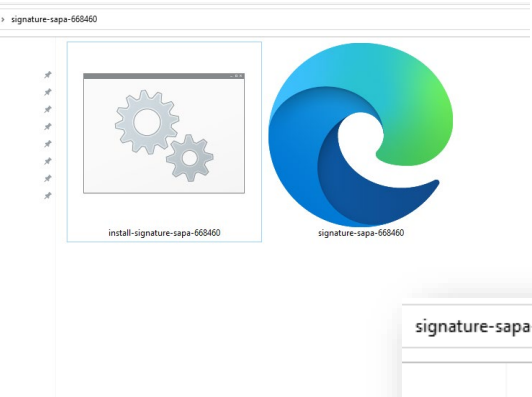
Step by step installation guide

- 1 Click to download your signature**
File : signature-sapa-668460.zip | Size : 17k | Type : .zip
- 2 Unzip to a new folder**
Extract files from signature-sapa-668460.zip to a new folder
- 3 Install your signature**
Execute file : install-signature-sapa-668460.bat
- 4 Outlook select signature**
File => Options => Mail => Signatures... => Select signature-sapa-668460

Unzip to a new folder



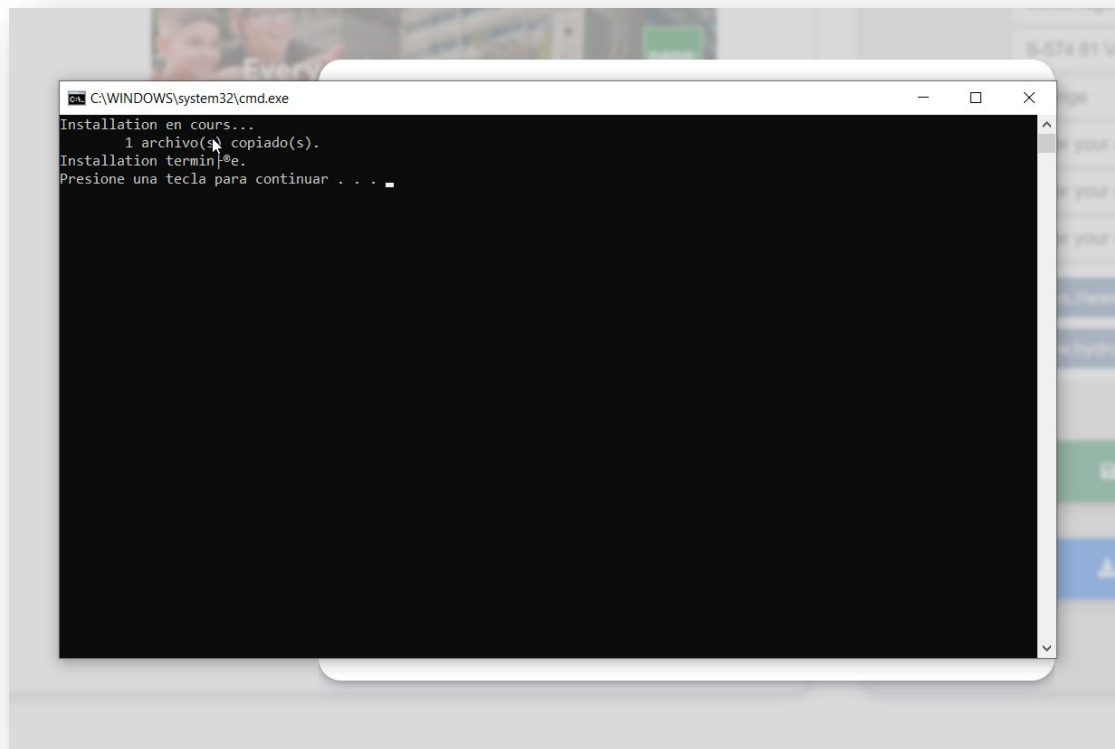
Install the signature. Access to .bat file



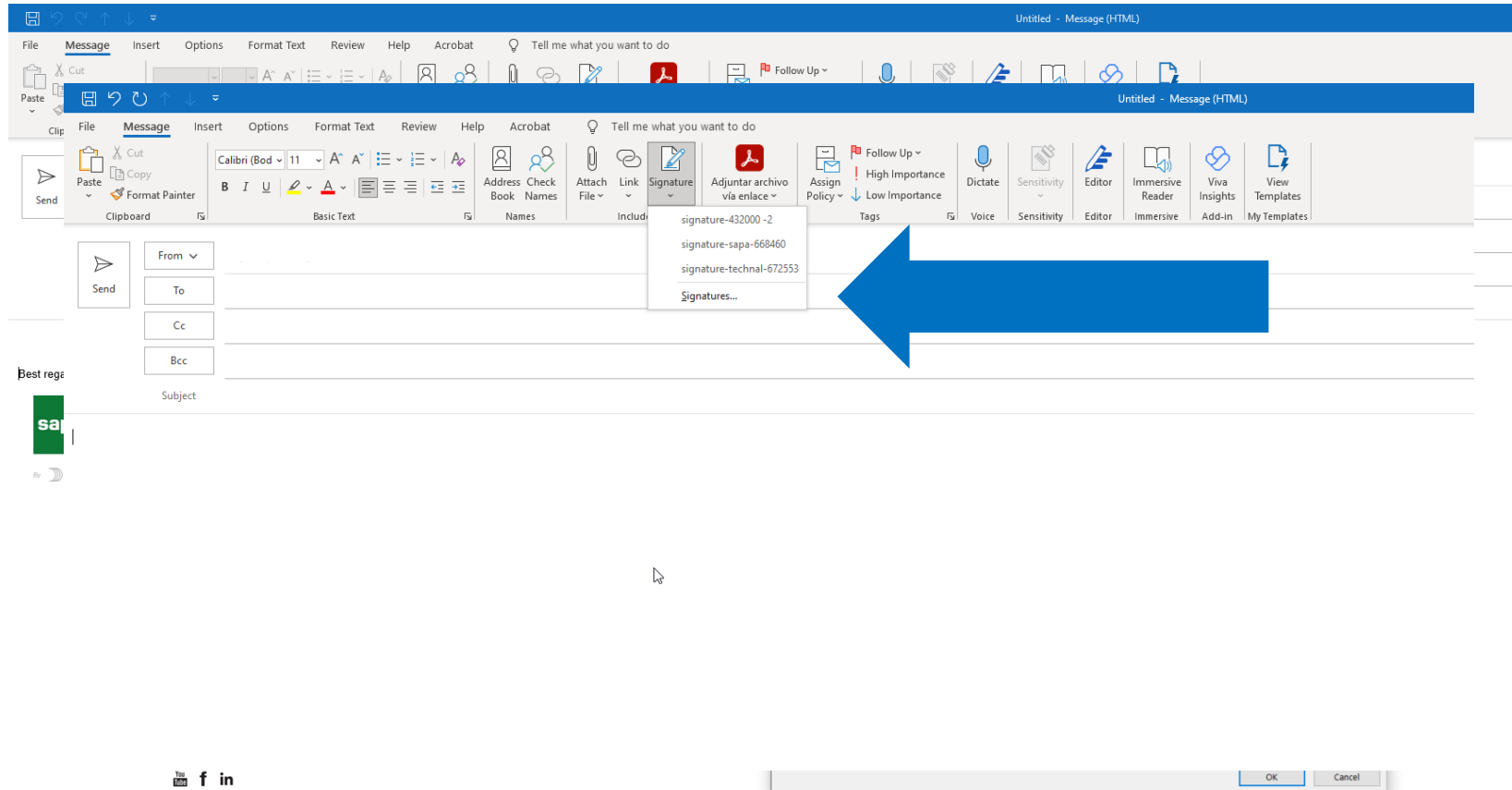
signature-sapa-668460					
	Nombre	Tipo	Tamaño comprimido	Protegido por ...	Tamañ
	install-signature-sapa-668460	Archivo por lotes de Windows	1 KB	No	
	signature-sapa-668460	Microsoft Edge HTML Document	2 KB	No	



The following screen will appear. Press any key to continue

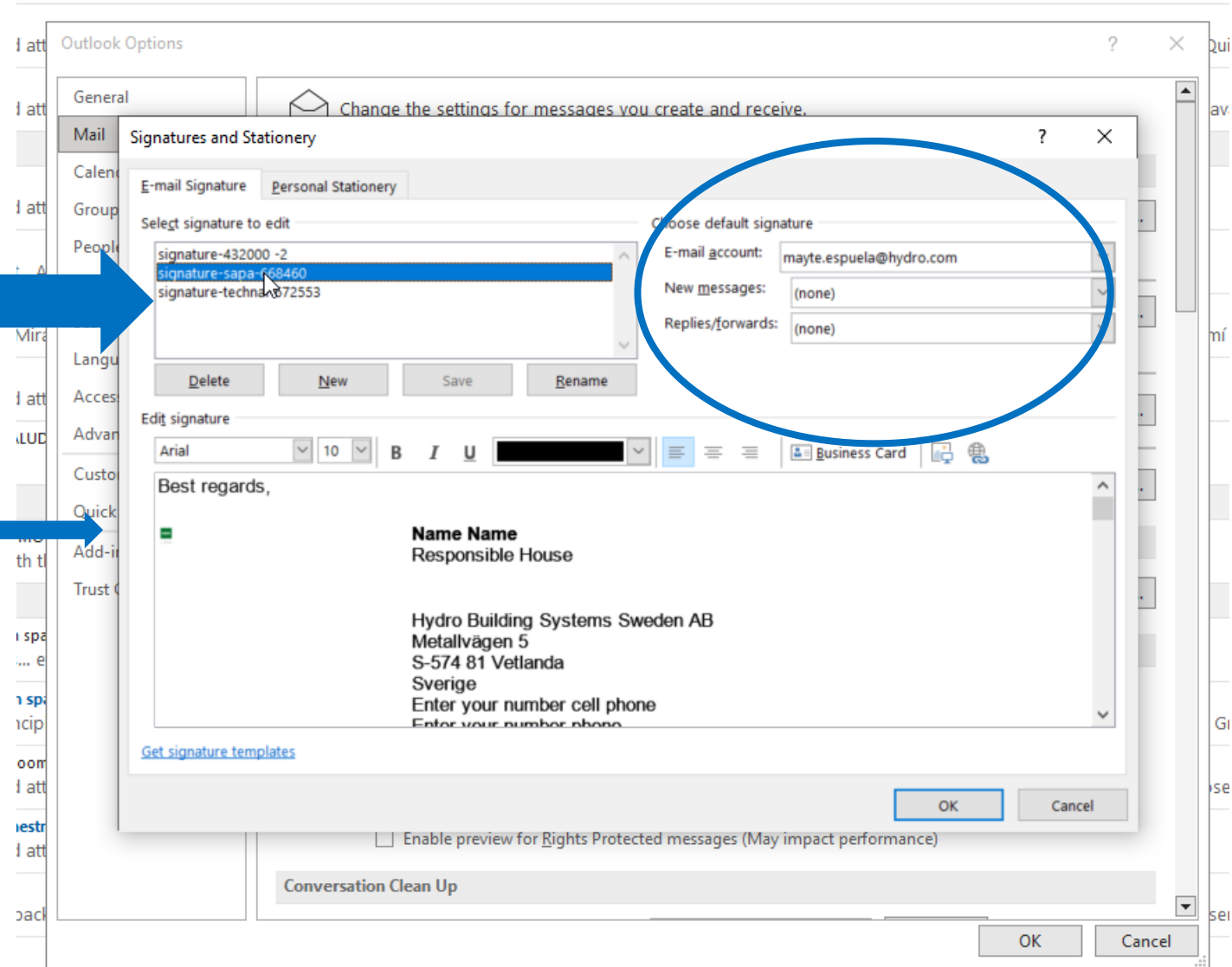


Go to Outlook. Create a new email. Open the Signature menu.

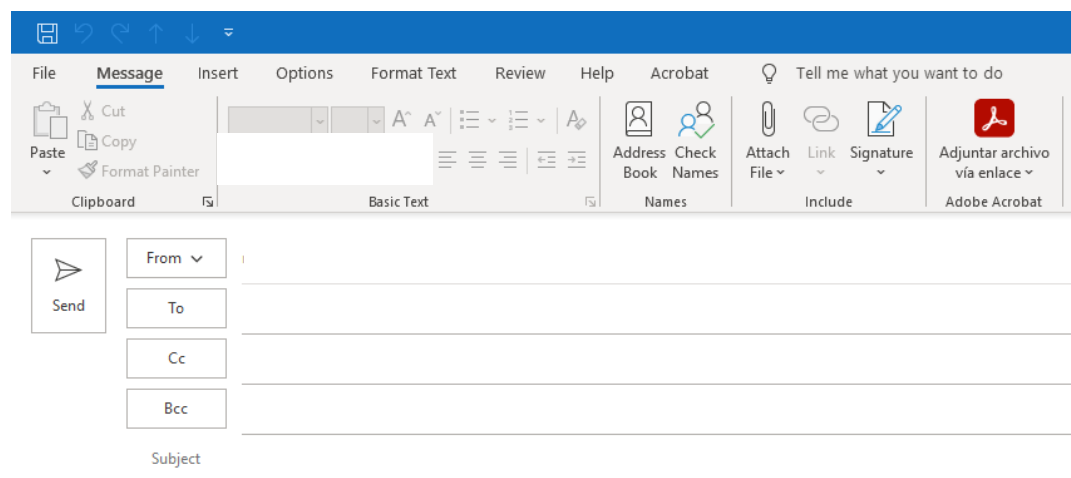


Select the signature. Add the signature to:
New messages / Replies/forwards

Do not manipulate any element in the preview.
The final images will be sized appropriately.



The signature is created !!!



Best regards,



By  Hydro

Enter your name and first name
Enter your position

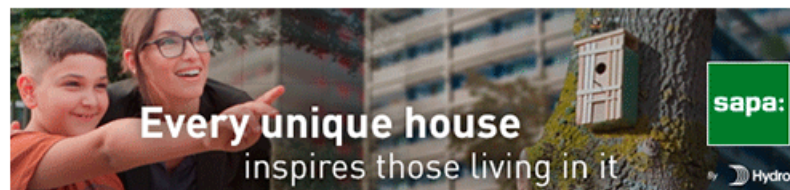
Hydro Building Systems Sweden AB
Metallvägen 5
S-574 81 Vetlanda
Sverige

Enter your number cell phone

Enter your number phone

[Enter your email](#)

<https://www.sapabuildingsystem.com/sv/se/> | www.hydro.com



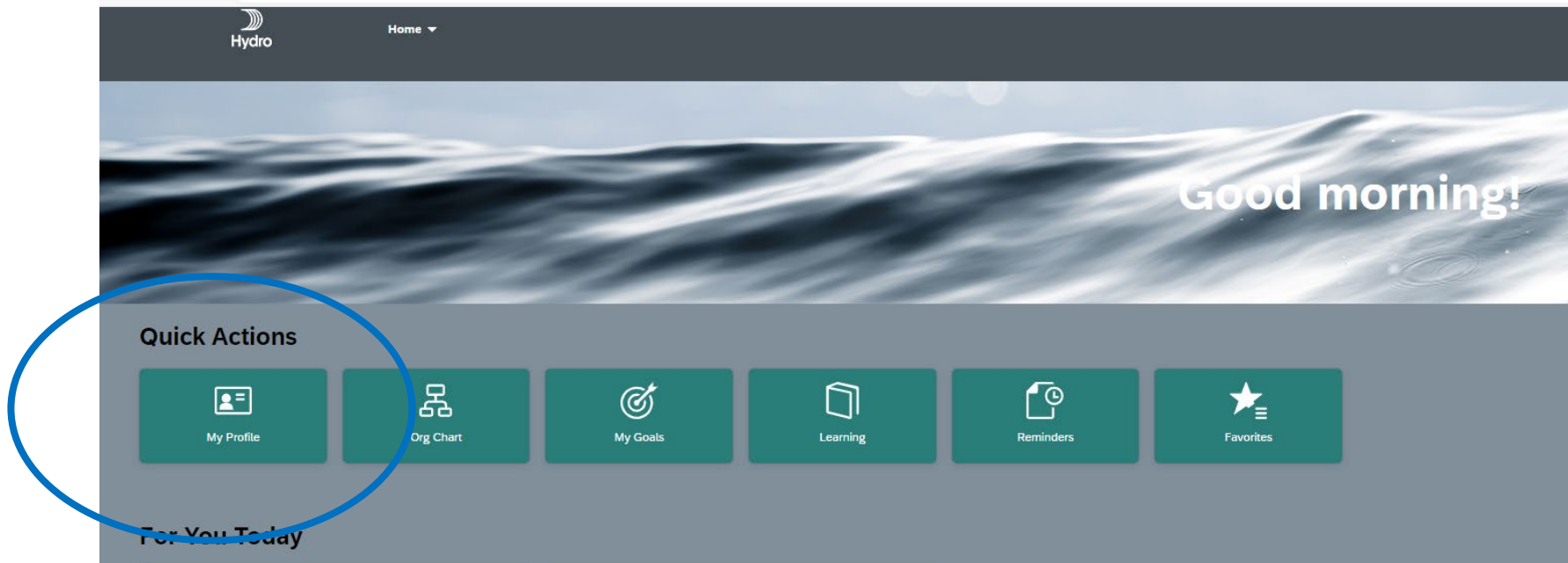
Please consider the environment before printing this email.

How to know your ID user Hydro?

The ID user is your identification. It consists of:



To find out your ID you can view it on the ONE portal. / My Profile



If you have any problems, please contact to:

design-digital-hbs@hydro.com



Hydro