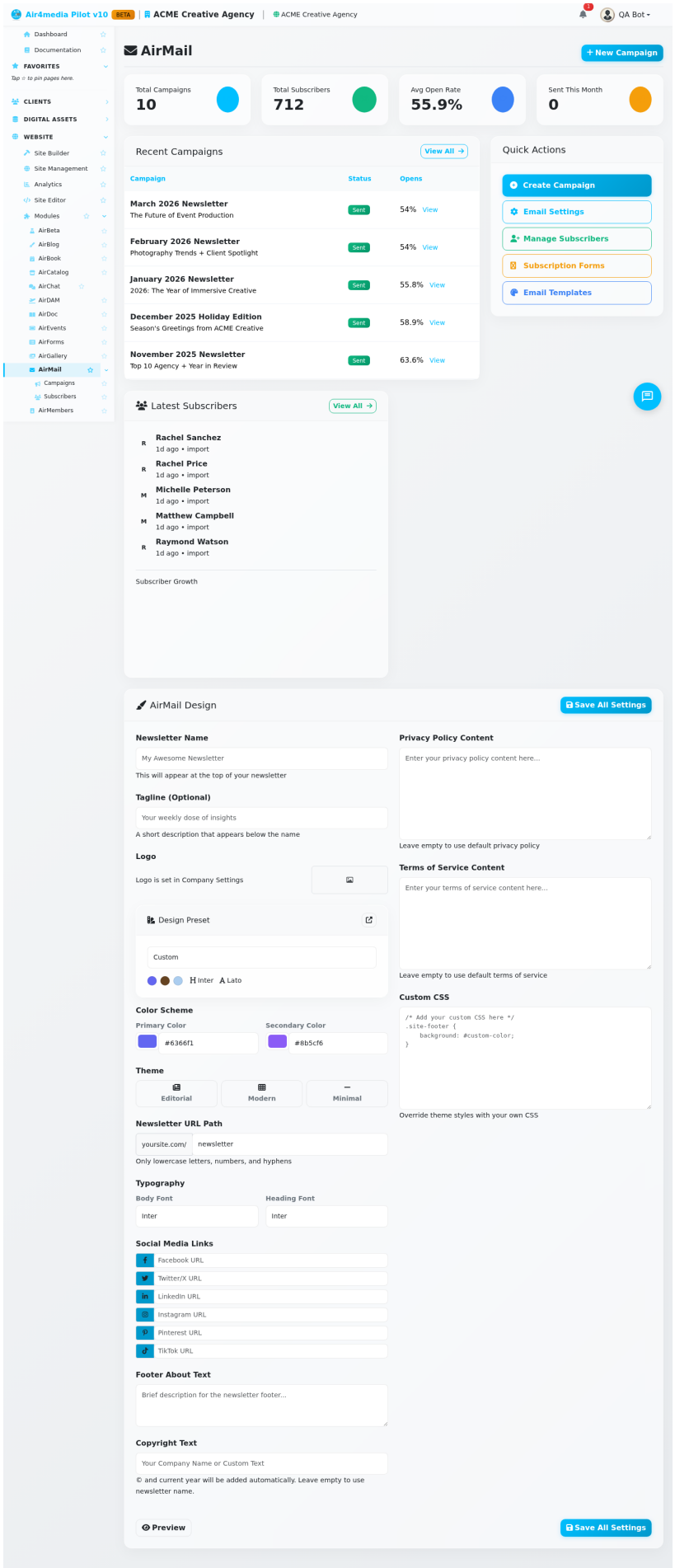
Air4media Pilot v10 BETA
ACME Creative Agency
ACME Creative Agency
QA Bot
Dashboard
Documentation
FAVORITES
Tap ☆ to pin pages here.
CLIENTS
DIGITAL ASSETS
WEBSITE
Site Builder
Site Management
Analytics
Site Editor
Modules
AirBeta
AirBlog
AirBook
AirCatalog
AirChat
AirDAM
AirDoc
AirEvents
AirForms
AirGallery
AirMail
Campaigns
Subscribers
AirMembers
AirMail
+ New Campaign
Total Campaigns
10
Total Subscribers
712
Avg Open Rate
55.9%
Sent This Month
0
Recent Campaigns
View All →
Campaign
Status
Opens
March 2026 Newsletter
The Future of Event Production
Sent
54% View
February 2026 Newsletter
Photography Trends + Client Spotlight
Sent
54% View
January 2026 Newsletter
2026: The Year of Immersive Creative
Sent
55.8% View
December 2025 Holiday Edition
Season's Greetings from ACME Creative
Sent
58.9% View
November 2025 Newsletter
Top 10 Agency + Year in Review
Sent
63.6% View
Quick Actions
Create Campaign
Email Settings
Manage Subscribers
Subscription Forms
Email Templates
Latest Subscribers
View All →
Rachel Sanchez
1d ago • import
Rachel Price
1d ago • import
Michelle Peterson
1d ago • import
Matthew Campbell
1d ago • import
Raymond Watson
1d ago • import
Subscriber Growth
AirMail Design
Save All Settings
Newsletter Name
My Awesome Newsletter
This will appear at the top of your newsletter
Tagline (Optional)
Your weekly dose of insights
A short description that appears below the name
Logo
Logo is set in Company Settings
Design Preset
Custom
Inter
Lato
Color Scheme
Primary Color
#6366f1
Secondary Color
#8b5cf6
Theme
Editorial
Modern
Minimal
Newsletter URL Path
yoursite.com/
newsletter
Only lowercase letters, numbers, and hyphens
Typography
Body Font
Inter
Heading Font
Inter
Social Media Links
Facebook URL
Twitter/X URL
LinkedIn URL
Instagram URL
Pinterest URL
TikTok URL
Footer About Text
Brief description for the newsletter footer...
Copyright Text
Your Company Name or Custom Text
© and current year will be added automatically. Leave empty to use newsletter name.
Privacy Policy Content
Enter your privacy policy content here...
Leave empty to use default privacy policy
Terms of Service Content
Enter your terms of service content here...
Leave empty to use default terms of service
Custom CSS
/* Add your custom CSS here */
.site-footer {
background: #custom-color;
}
Override theme styles with your own CSS
Preview
Save All Settings

Airmail is Pilot's email marketing module. Manage subscribers, build campaigns, and track performance — all from one dashboard.

Dashboard Overview

The AirMail dashboard shows active subscribers, emails sent this month, average open rate and campaign count, followed by recent emails. Use **Emails**, **Audience**, **Posts & newsletters** and **Albums** to open those areas. The gear at the top opens email settings.

Key Features

- **Campaign Builder**: Create newsletters, announcements, welcome emails, and promotions. Set a subject line, preheader text, audience segment, and send immediately or schedule for later.
- **Subscriber Management**: View and manage your list with full profile data — name, email, phone, source, and status. Filter by all subscribers, active only, or new this month.
- **Referral Tracking**: Subscribers can refer others to your newsletter. Referred signups are linked back to the person who shared, so you can see who your best advocates are.
- **Double Opt-In**: New subscribers receive a verification email before joining your list. They can provide their name and phone number during the confirmation step.
- **Subscriber Growth Chart**: Visual chart showing how your list grows over time.
- **Standard Email Branding**: Emails use the selected site’s identity, with company branding as a fallback. The dashboard does not currently expose newsletter website design, theme or URL controls.
- **Email Settings**: Use the gear for Sender & address. Advanced contains Delivery server and Custom headers.
- **Custom Headers**: Add email headers for tracking, one-click unsubscribe, priority, or authentication — with template buttons for common setups.
- **Public Newsletter Site**: Subscribers get a full public site with a newsletter archive, signup form, preferences page, and unsubscribe flow.
- **Campaign Analytics**: Track opens, clicks, read time, and scroll depth per campaign. Forwarded emails are detected automatically for a fuller picture of reach. View per-subscriber engagement detail from the campaign stats page.

How to Use

1. Open **Airmail** from the sidebar.
2. Click **New email** at the top right, or open **Emails** to manage existing emails.

3. Fill in the campaign name, type, subject line, and optional preheader text.
4. Write your content in the editor, choose your audience segment, and set the send time.
5. Click **Send Campaign** to send immediately, or **Save Draft** to finish later.

Email Branding and Preview

The standard email uses the selected site's identity. An existing site title or logo override can take priority over company branding. **Company Settings → Profile → Company Logo** supplies the company fallback logo. Email-compatible site and company logos are tried in that order; if neither can be displayed in email, the name appears as text.

Use **Preview** in the email composer to inspect the outgoing email. This is separate from the public newsletter website and does not publish it. The current dashboard does not expose newsletter website design, theme or URL controls; there is no Design section or Save All Settings control to find there.

Configuring Email Settings

1. Open **AirMail** and click the gear at the top of the dashboard.
2. Use **Sender & address** for sender details and the complete mailing address.
3. Under **Advanced**, choose **Delivery server** for mail-server settings or **Custom headers** for email headers.
4. Click **Save Settings** when you want to save changes.

Tips

- Keep subject lines under 50 characters for best open rates.
- Use the preheader field — it appears as preview text in most email apps.
- Composer **Preview** shows the outgoing email. It is not a preview or publication control for your newsletter website.
- If you manage multiple sites, switch between them using the site selector in the top bar — the dashboard updates automatically.
- Adding a one-click unsubscribe header (via Custom Headers) improves deliverability with major email providers.
- Subscribers can update their own name, phone, and category preferences from the preferences page on your newsletter site.
- Open a sent campaign and click **Stats** to see detailed per-subscriber engagement — who opened, clicked, how long they read, and whether they forwarded it.