



# Emailer Design Checklist



# 1

## Decide the Pointers

- Create the framework of your emailer.
- Streamline your thoughts so you will not miss out on any point.
- Keep this framework handy while designing an emailer.

# 2

## Be Clear & Transparent

- Clearly mention the intention of the email.
- Mention your name and company name.
- Avoid misleading subject lines at any cost.

# 3

## Less is More When it Comes to Text

- Keep emailer design short and crisp.
- Talk about your important message at the very beginning.
- Make copy interesting enough to encourage users to read more.

# 4

## Scannable Content

- Use scannable visual content in infographic format.
- Focus on easy understanding and enhanced visual appeal.
- Avoid huge paragraphs.

# 5

## Call To Action - Bold & Twice

- CTA should be loud and clear.
- Use bright colors for CTA buttons.
- Add CTA more than once if needed; it leads to conversion.

# 6

## Don't Distract in the Emailer Design

- Emailer design must be clean and clutter free.
- Emailer design should not distract reader from main intention of emailer.
- Design element should not overpower the content.

# 7

## Unique Take Away

- Take away for readers to act as goodwill for your brand.
- Give readers something even if they don't buy your product.
- Offer free downloads/ coupons/ images.



# 8

## Don't Give Too Many Choices

- Limit choices to leave emailer ones the reader lands on it.
- Remember - One mail, One message.
- Avoid adding multiple outbound links.

# 9

## Few More Details of the Emailer Design

- Pre-decided color pallet for an instant connect with the brand.
- Strong Header for positive effect
- Engaging and responsive Layout for easy understanding of content flow.
- Relevant and high quality pictures or images.



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