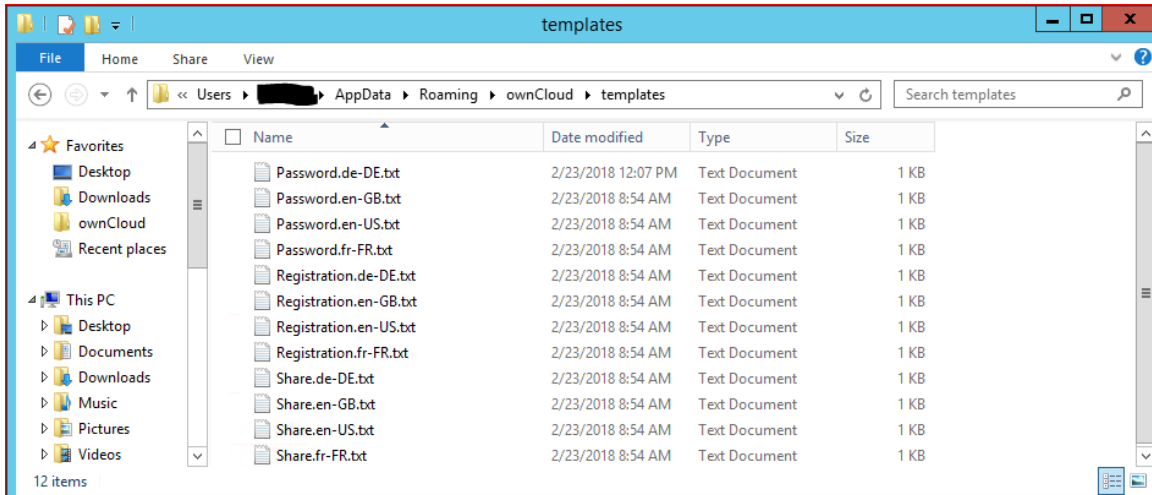


# Outlook Add-In - Mail Templates

## Templates Location

Open the following path in your explorer:

- <Path>\Users\<User>\AppData\Roaming\ownCloud\templates

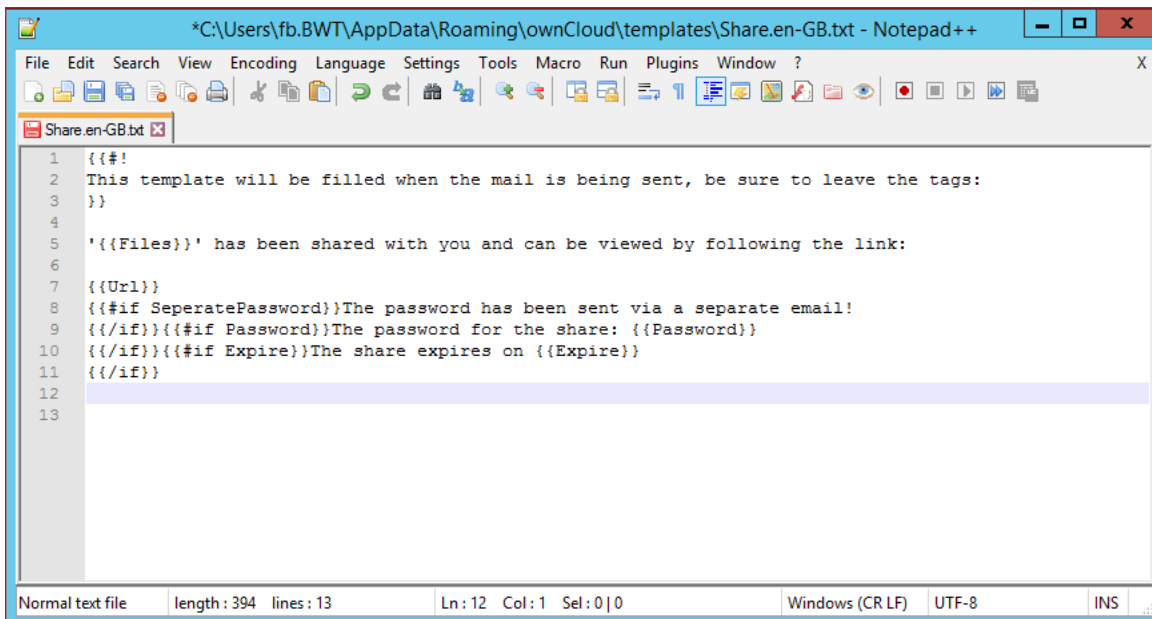


Here you can choose from the following templates:

- Password (template for the separate Password email)
- Registration (Mail to invite a guest. only for E2EE)
- Share (Main email to send a link)

## How to edit a template

To edit a template, you must open the template with an Editor (Notepad, Notepad++, etc.)



Now you can add or edit the texts.

## Tags in share:

- **{{#! This template will be filled when the mail is being sent, be sure to leave the tags: }}**
  - Text in this tag will not appear in the email
- {{Files}}
  - Placeholder for the list of shared files or folders
- {{Url}}
  - Placeholder for the public link
- **{{#if SeperatePassword}}The password has been sent via a separate email!**  
{{/if}}**{{#if Password}}The password for the share: {{Password}}**  
{{/if}}**{{#if Expire}}The share expires on {{Expire}}**  
{{/if}}

## Tags in Registration

- {{UserName}}
- {{Url}}
- {{Token}}

## Tags in Password

- {{UserName}}
- {{#each Files}}  
-----  
Filename: {{Name}}  
Password: {{Password}}  
{{/each}}
  - {{#each Files}} {{/each}}
  - {{Name}}
  - {{Password}}

### Important

Do not change the tags. You can change the text marked in bold.

## Undo changes (default)

To undo changes, you only need to delete the edited template.

The Outlook Addin will restore the template to Default.