



Increasing Client Adoption in Liscio

Utilizing Firm Email Signatures

Utilizing Email Signatures

To help you increase client adoption, utilize your email signatures by adding helpful information and resources about Liscio for your clients!

This should be a **firm-wide** change to reflect your move to Liscio and maintain consistency across the board. We are providing a few different variations of email signatures based on your implementation stage and comfortability! Please feel free to edit the language of these to fit your firm needs.

The goal is to ensure your clients have the best possible experience working with your firm, are informed about Liscio, and that your staff are happy and productive as well. **Let's get started!**

During Email Announcements & Before Invites are Sent:

Please be on the lookout for our email announcements this month as our firm transitions to **Liscio**, a secure communication and sharing platform, that will help protect our data security and yours. Liscio creates one delightful place for you to work with us, store files, and also features a mobile app! Communications through email will be gradually shifted over to Liscio this year. **You will receive your invite to Liscio on [DATE]**. You can log into Liscio here:

<https://app.liscio.me>

Please contact Liscio Support if you need assistance: (765) 566-7127 or support@liscio.me

After Invites are Sent:

MILD

As of [DATE] I will be monitoring this email address less frequently as our firm has transitioned to the **Liscio** communications platform. Over the next year we will be gradually transitioning all of our communications over to Liscio to ensure your data security and ours. For your security, we will not be accepting any files over email. Please send all documents to us through your Liscio account.

If you need help setting up your account or have questions about Liscio, please contact our firm at [PHONE NUMBER]. Liscio Support is also available to you if you need assistance: (765) 566-7127 or support@liscio.me.

After Invites are Sent:

MEDIUM

ATTENTION:

As of [DATE] I am no longer monitoring this email address. Our firm is transitioning to Liscio, a secure sharing platform, to ensure your data security and ours. If you need help setting up your account or have questions about Liscio, please contact our firm at [PHONE NUMBER].

Liscio Support is also available to you if you need assistance: (765) 566-7127 or support@liscio.me.

After Invites are Sent:

SPICY

NOTE: This can also be set up as an auto-reply.

ATTENTION CLIENTS

As of [DATE], we are no longer actively monitoring this email. Please call our office at [PHONE NUMBER] to receive help in setting up your Liscio account. Liscio Support is also available to you at **(765) 566-7127**.

Log into your Liscio account here: <https://app.liscio.me>

After Invites are Sent:

HOT

NOTE: This can also be set up as an auto-reply.



We are no longer using email for client communication.

As of [DATE] we have moved out of email and into Liscio, our new data security platform. This change was to guarantee our security as well as yours. Please take some time to setup your Liscio account as we are no longer monitoring this email nor are we accepting files through this email. If you need help or have questions, please contact us at [PHONE] or contact Liscio directly at **(765) 566-7127**

Log into your Liscio account here: <https://app.liscio.me>

After Invites are Sent:

FIRE

NOTE: This can also be set up as an auto-reply.



! IMPORTANT PLEASE READ !

We are no longer using email for client communication.

As you have been made aware, we have launched Liscio, our new secure communication and document storage solution.

We are asking clients to direct all digital communication through Liscio and not email.

We will not accept any files through email. Please send all files to us through your Liscio account. You can access Liscio in a web browser or download the app to your smartphone. If you need assistance, please do not hesitate to call us at [PHONE].

Liscio Support is also available to you at (765) 566-7127.

To log into Liscio, please copy & paste this link into your browser: <https://app.liscio.me>

Download the Liscio Mobile App here: <https://liscio.me/mobile>

Reminder: Never click links in an email. Copy and paste the links above into your browser.