

How to test a Custom notification template

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You can test your [Custom templates](#) by creating a test booking and filling out a Booking form as if you were a Customer. You can perform several of these test bookings to test every template you have created in every relevant scenario.

In this article, you'll learn how to test a Custom notification template.

Testing the Custom notification template

1. In the [Booking form section](#) of your [Booking page](#) or [Event type](#), use from the **Booking form** drop-down menu to select a Booking form (Figure 1).

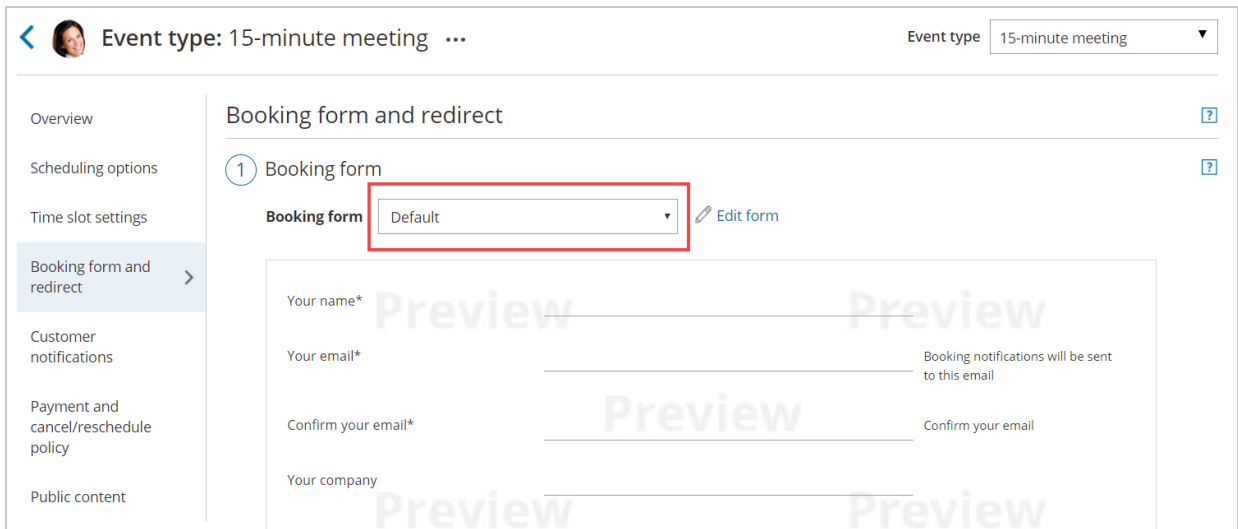


Figure 1: Selecting a Booking form template

2. In the [Customer notification section](#) of your [Event type](#) or [Booking page](#), select a template for each [Notification scenario](#) you want to send notifications for (Figure 2).

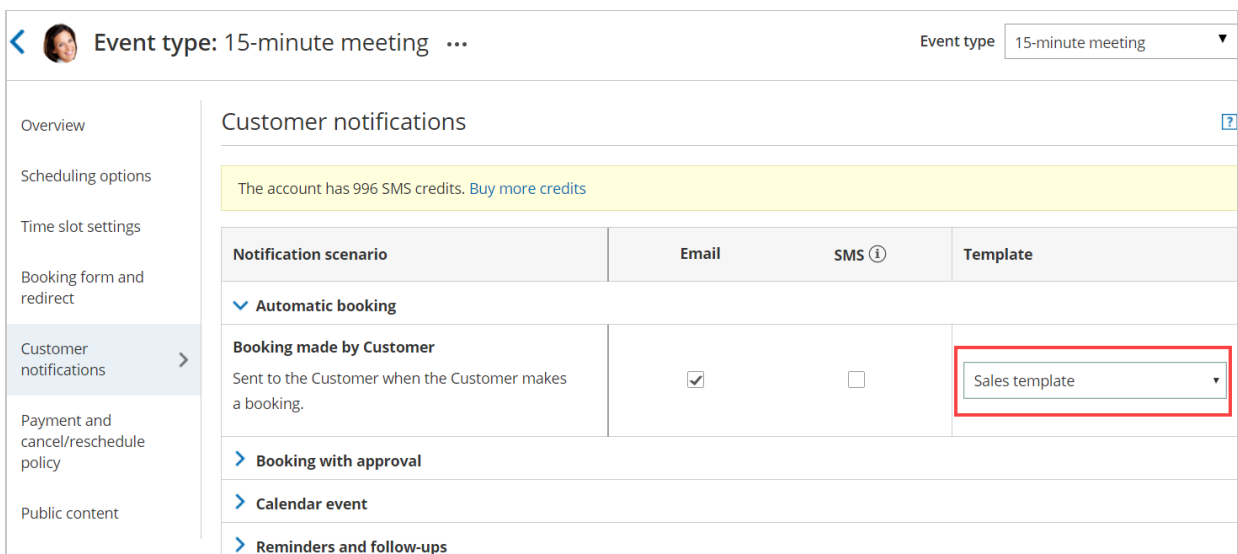


Figure 2: Choosing a Custom notification template for each Notification scenario

- In the **User notifications** section of your Booking page, select a template for each **Notification scenario** you want to send notifications for (Figure 3).

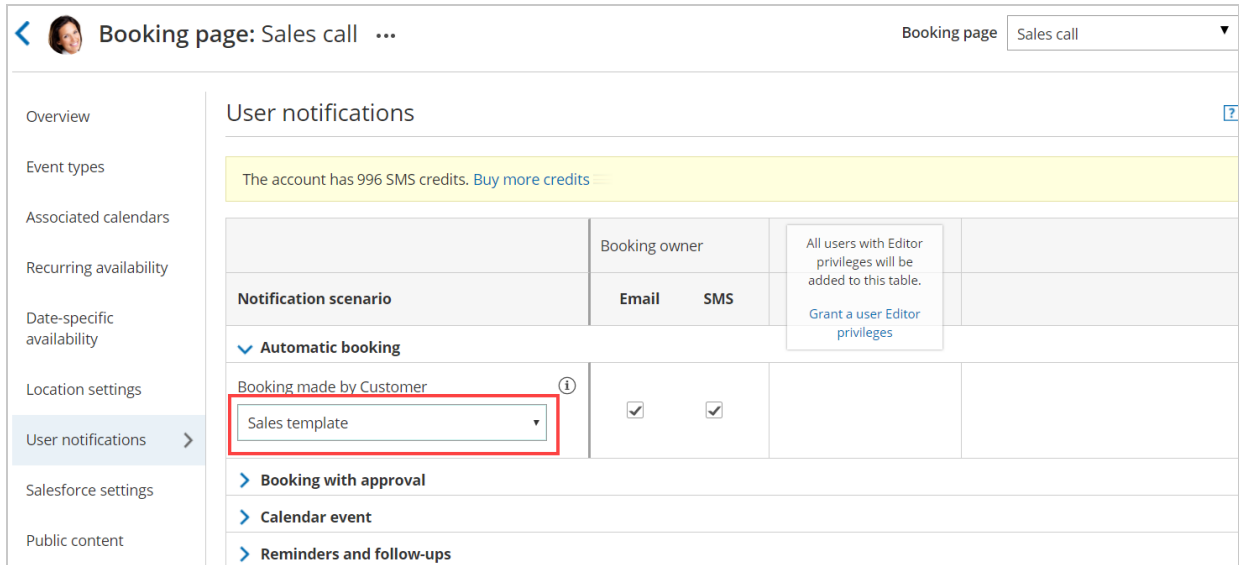


Figure 3: Choosing a Custom notification template for each Notification scenario

Note:

If you want to receive **User SMS notifications**, you'll need to enter a phone number in your **Profile's Personal details** section.

- In the **Booking page Overview** section of your Booking page, click on the public link in the **Share & Publish** section.

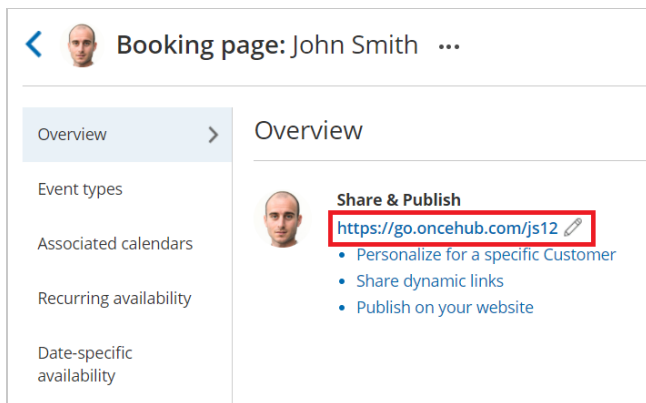


Figure 4: Booking page public link

- Schedule a meeting and fill out the Booking form that you created as if you were a Customer.
- Click **Done**.
- You can now check that you received a confirmation email and SMS.
If you're using **Booking with approval mode**, you can click **Approve the booking request** in your User email notification. [Learn more about scheduling booking requests](#)
You can also check that the calendar event was added to your calendar. [Learn more about calendar events](#)
- Finally, you can choose to **cancel or reschedule the booking**, or let the booking run its course and test the

reminder and follow-up messages.

Testing checklist

During the testing, you should check the following:

- The text is written the way you want.
 - The correct [Dynamic fields](#) were chosen.
 - The spacing/formatting is correct.
 - That you are sending emails and SMS notifications for the required booking notifications.
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