

How to Edit and Save a SimpleTexting Campaign Draft

Learn how to access your SimpleTexting dashboard to update an existing campaign draft. This guide provides a quick walkthrough on modifying your message content, updating recipient lists, and saving your changes for later use.

Account Authentication

1

Navigate to <https://app2.simpletexting.com/auth>

Log in to SimpleTexting

Email

webmaster@cedarhighlandshoa.org

Password

.....



Forgot?

Log in

☒ Keep me signed in

2 Click Log in

Log in to SimpleTexting

Email

webmaster@cedarhighlandshoa.org



Password

.....



[Forgot?](#)

Log in

☒ Keep me signed in

No account? [Sign up](#) or sign in with:

3 Click Confirm code

Log in to SimpleTexting



Two factor authentication

A one-time login code has been sent to *****6294.
Enter the code to login.

9

3

8

4

Confirm code

Can resend in 49s

Campaign Selection

4 Click the sidebar menu icon

☰ Welcome, Kevin

[Plan](#) \$49 / Month Next payment in 218 days

9,332 Remaining credits 2,668 Credits used

[Your current number](#)

(866) 935-2394

Toll-free number

[Analytics](#)

Current Billing Cycle 7 Days 30 Days 90 Days

[Messages](#) Subscribers



[Inbox](#)

Q Search

Larry Miracle 8:50 PM

HOA meeting reminder, tomorrow 6:00 ...

Lori Silva 8:50 PM

HOA meeting reminder, tomorrow 6:00 ...

Stephanie Mosqueda 8:50 PM

HOA meeting reminder, tomorrow 6:00 ... 1

Tamara Doran 8:50 PM

5 Click "Campaigns"

🏠 Home

Primary number
(866) 935-2394

📬 Inbox 2 +

📢 Campaigns +

📧 Autoresponders +

🔑 Keywords +

📱 Apps

👤 Contacts +

📊 Analytics

[Your current number](#)

(866) 935-2394

Toll-free number

[Inbox](#)

Q Search

Larry Miracle 8:50 PM

HOA meeting reminder, tomorrow 6:00 ...

Lori Silva 8:50 PM

HOA meeting reminder, tomorrow 6:00 ...

Stephanie Mosqueda 8:50 PM

HOA meeting reminder, tomorrow 6:00 ... 1

Tamara Doran 8:50 PM

6 Select the campaign you want to duplicate

Send a campaign to reach hundreds or thousands of your contacts in just a couple of clicks.

[View the guide](#) [Watch tutorial](#)

Sent New

HOA meeting ✓ Jul 8

HOA meeting reminder, tomorrow 6:00 @ Cedar library

CCR Alert ✓ Jun 29

Pls take time to do brief survey to gauge support for new CCR & bylaws. Link on H...

Fire Warning ✓ Jun 15

Daily Red Flag Warnings. Residents, guests, contractors should not park in tall grass...

5/17/26 Dumpster Full ✓ May 17

HOA meeting

✓ Sent on Jul 8, 8:50 PM

Sending to

Lists & segments

Residents 165

Message info

SMS Message

HOA meeting reminder, tomorrow 6:00 @ Cedar library

Reply stop to stop

Performance

7 Click the Duplicate icon

Campaigns (866) 935-2394



Send a campaign to reach hundreds or thousands of your contacts in just a couple of clicks.

[View the guide](#) [Watch tutorial](#)

Sent New

HOA meeting ✓ Jul 8

HOA meeting reminder, tomorrow 6:00 @ Cedar library

CCR Alert ✓ Jun 29

Pls take time to do brief survey to gauge support for new CCR & bylaws. Link on H...

Fire Warning ✓ Jun 15

Daily Red Flag Warnings. Residents, guests, contractors should not park in tall grass...

HOA meeting

✓ Sent on Jul 8, 8:50 PM

Sending to

Lists & segments

Residents 165

Message info

SMS Message

HOA meeting reminder, tomorrow 6:00 @ Cedar library

Reply stop to stop

Duplicate

Campaign Configuration

8 Enter the new campaign name

← New campaign (866) 935-2394



Compose campaign

Campaign name

HOA meeting

Message type

SMS

MMS

AI Assist **Beta**

Generate message

Text message

HOA meeting reminder, tomorrow 6:00 @ Cedar library

Unsubscribe message

Reply stop to stop

(866) 935-2394

HOA meeting reminder,
tomorrow 6:00 @ Cedar
library
Reply stop to stop

← New campaign (866) 935-2394



Test

Message type

SMS

MMS

AI Assist **Beta**

Generate message

Text message

HOA meeting reminder, tomorrow 6:00 @ Cedar library

Unsubscribe message

Reply stop to stop

90

(866) 935-2394

HOA meeting reminder,
tomorrow 6:00 @ Cedar
library
Reply stop to stop

Recipients

9 Compose the text message content

Test

Message type

SMS MMS

AI Assist Beta

 Generate message

Text message

HOA meeting reminder, tomorrow 6:00 @ Cedar library

Unsubscribe message

Reply stop to stop

90

(866) 935-2394

HOA meeting reminder,
tomorrow 6:00 @ Cedar
library

Reply stop to stop

Message preview

Recipients

Lists & segments Select all

 Residents 165 

← New campaign (866) 935-2394

This is where you can type the text you want to send

Unsubscribe message

Reply stop to stop

89

(866) 935-2394

This is where you can
type the text you want
to send

Reply stop to stop

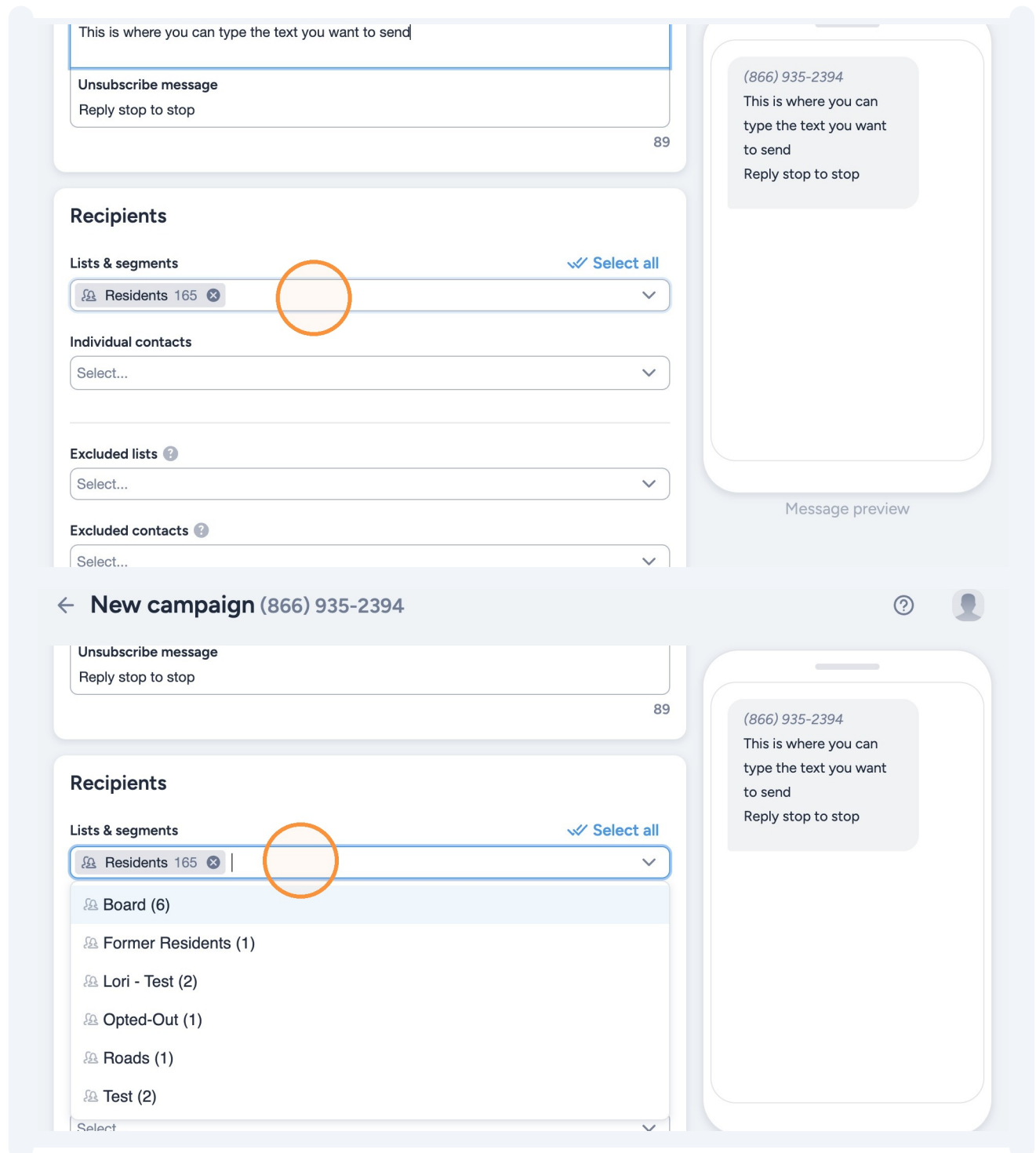
Recipients

Lists & segments Select all Residents 165 

Individual contacts

Select... Excluded lists 

10 Select the recipient lists



← New campaign (866) 935-2394



Unsubscribe message

Reply stop to stop

89

Recipients

Lists & segments

✓ Select all

👤 Residents 165 ✕ |

Individual contacts

Select...

Excluded lists ?

Select...

Excluded contacts ?

(866) 935-2394

This is where you can
type the text you want
to send
Reply stop to stop

11 Click Next

👤 Residents 165 ✕ |

Individual contacts

Select...

Excluded lists ?

Select...

Excluded contacts ?

Select...

Send on

Campaign type

Immediately

Scheduled

Recurring

Save as Draft

Next

(866) 935-2394

This is where you can
type the text you want
to send
Reply stop to stop

Message preview

12 Click Save as Draft or Send

Sending

Immediately

Message preview

SMS message

This is where you can type the text you want to send

Reply stop to stop

Sending to

Lists & segments

 Residents 165

Estimated credits

Total contacts

165

Credits

165

Credits per send

17%

[Learn more about credit calculations](#) ?

Edit

Save as Draft

Send now