Weekly Event Digest Email

Last Modified on 04/14/2023 2:43 pm EDT

When an event is opened for registration on the HBA website, it will be automatically included in the next Weekly Event Digest email, which is sent to all HBA Members and Prospects.*

"Last Chance" will appear next to an event's title the last time it will be included in the digest (just before the event occurs or before registration closes).

The Weekly Event Digest highlights all HBA upcoming events (local, virtual, and flagship) in one consolidated email, ensuring maximum inbox promotion for all events. These emails are personalized to each recipient based on the geographic preferences each individual has selected in their HBA profile.

In the "Offerings From Your Chapter(s)/Region(s)" section, local events are featured by event title, date, time, location, and price. Because event descriptions are not included, it is critical that event promotion volunteers review and enhance all event titles. *(Titles not in title case will be edited to adhere to the HBA Style Guide.)*

As the digest's content is automated, we are unable to track click rates within the mailing for specific events.

*Prospects are individuals who are subscribed to HBA marketing emails and have logged in to their HBA profiles at least once within the last three years, but are NOT active HBA members.

