

Recommended Web Browsers:

- Windows Computer: Chrome, Outlook, Edge
- Apple Computer: Chrome, Safari (Firefox is not recommended)

Welcome to Click-To-Build

Click-To-Build helps you follow up with prospects without guessing what to say or when to say it. We build a 90-day sequence of emails with subjects, messages, and send dates, then send them for you from your own inbox. You set it up once and we handle the follow-ups automatically.

Connect Your Inbox

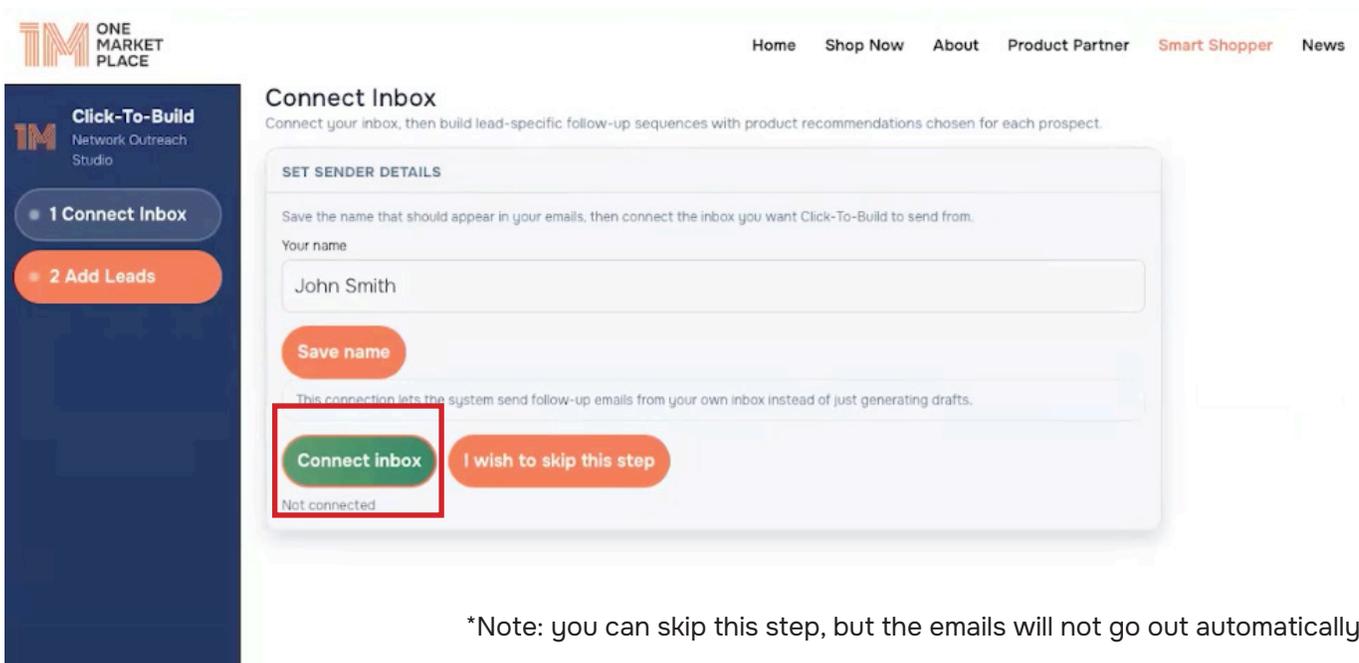
The Inbox page is where you connect the email account you want Click-To-Build to use for sending. Nothing is connected from this modal. When you are ready, go to the main Inbox screen and complete the connection there.

Add Leads And Products

Use the main Leads page for everything: add the person's details, choose the products for that lead, generate the timeline, and review or edit the emails before they go out.

Step 1. Set Sender Details and Connect your Inbox.

- Put your name in the box and choose "Save Name"
- Click on the "Connect Inbox" button.



TM ONE MARKET PLACE

Home Shop Now About Product Partner Smart Shopper News

Click-To-Build
Network Outreach Studio

1 Connect Inbox

2 Add Leads

Connect Inbox

Connect your inbox, then build lead-specific follow-up sequences with product recommendations chosen for each prospect.

SET SENDER DETAILS

Save the name that should appear in your emails, then connect the inbox you want Click-To-Build to send from.

Your name

John Smith

Save name

This connection lets the system send follow-up emails from your own inbox instead of just generating drafts.

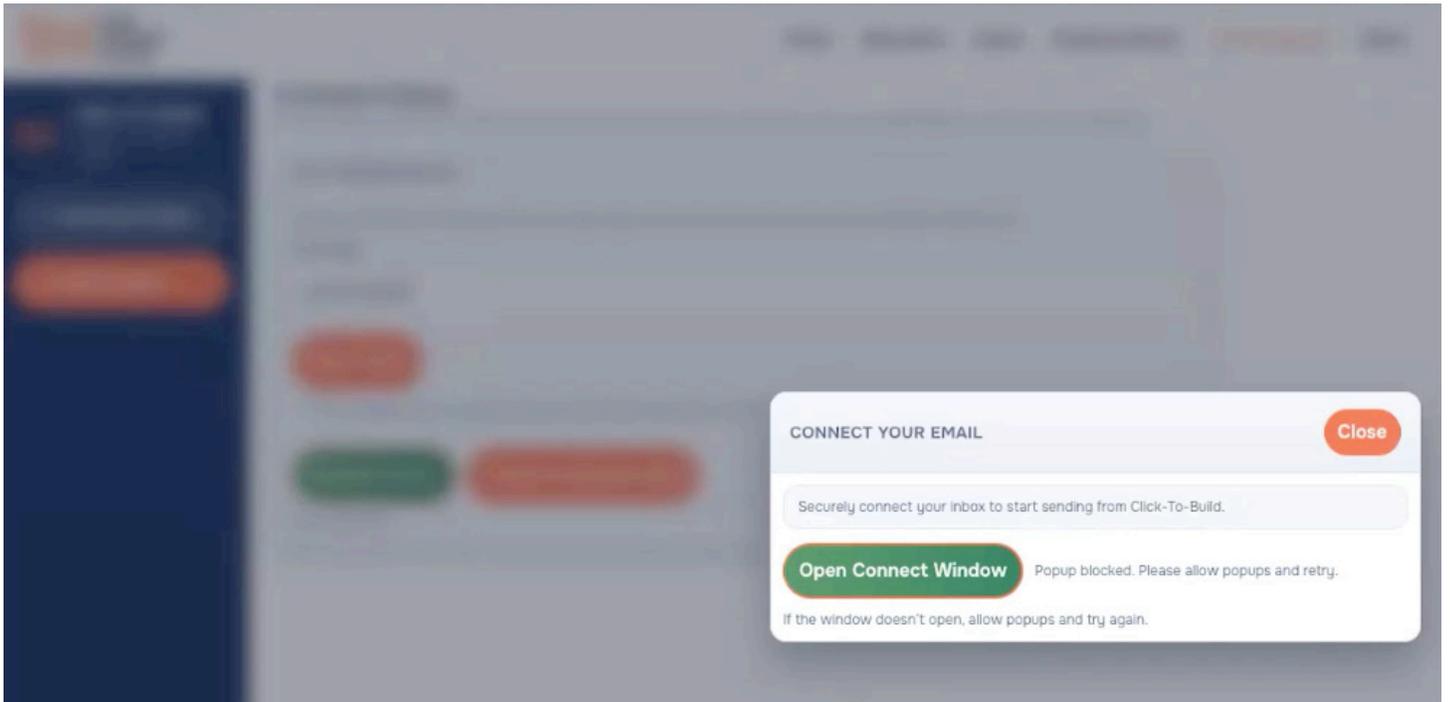
Connect inbox I wish to skip this step

Not connected

*Note: you can skip this step, but the emails will not go out automatically.

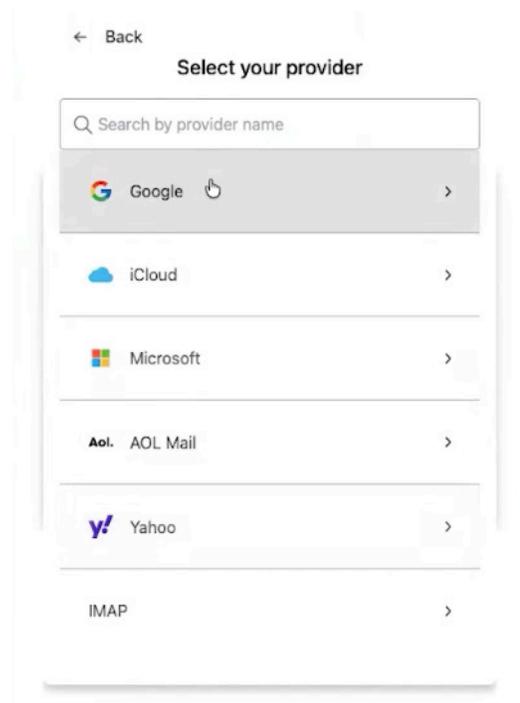
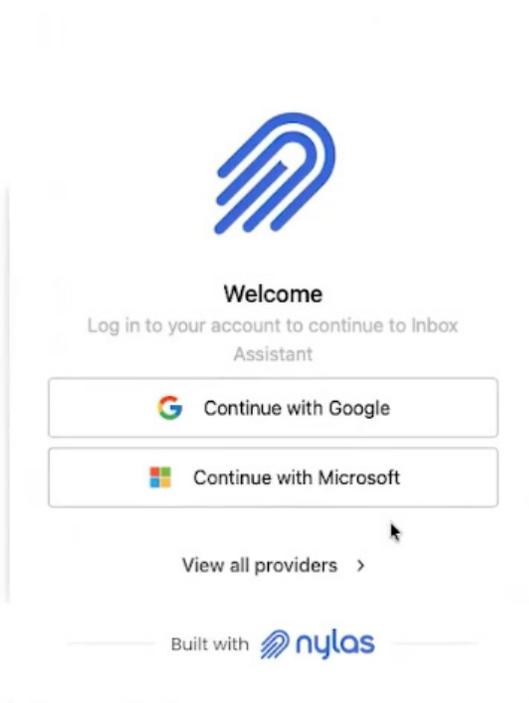
Connect your Email:

Click the Connect Window. Make sure any pop up window blockers are turned off. Once the system is set up you can turn those back on.



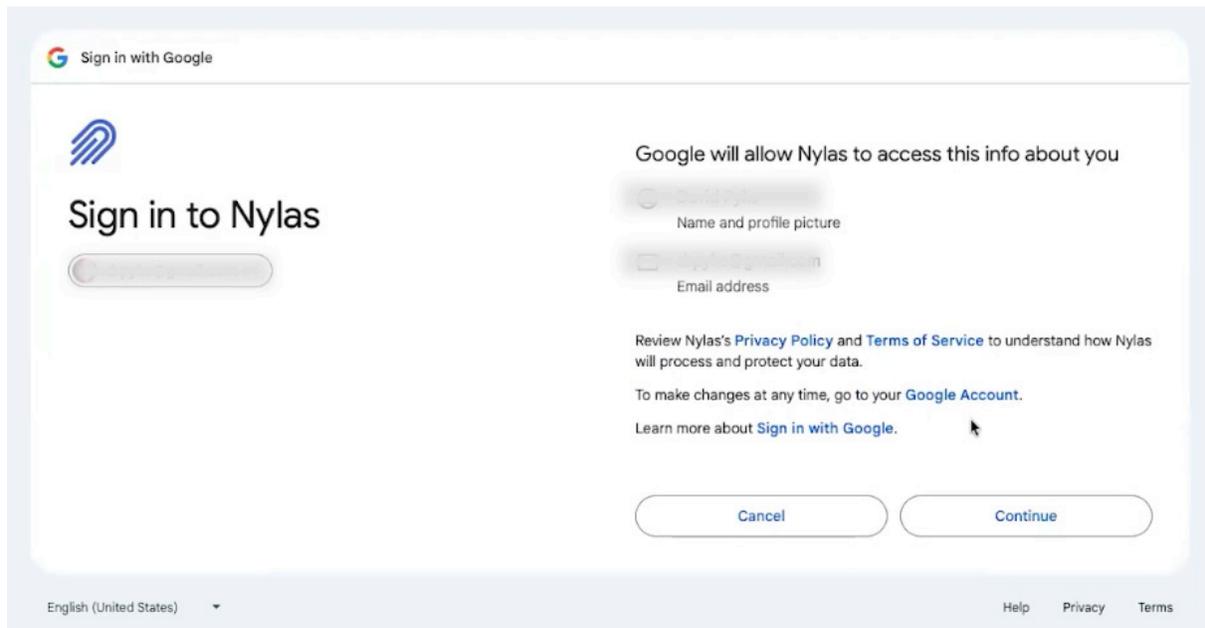
Choose your service provider:

Find your service provider on the list below.



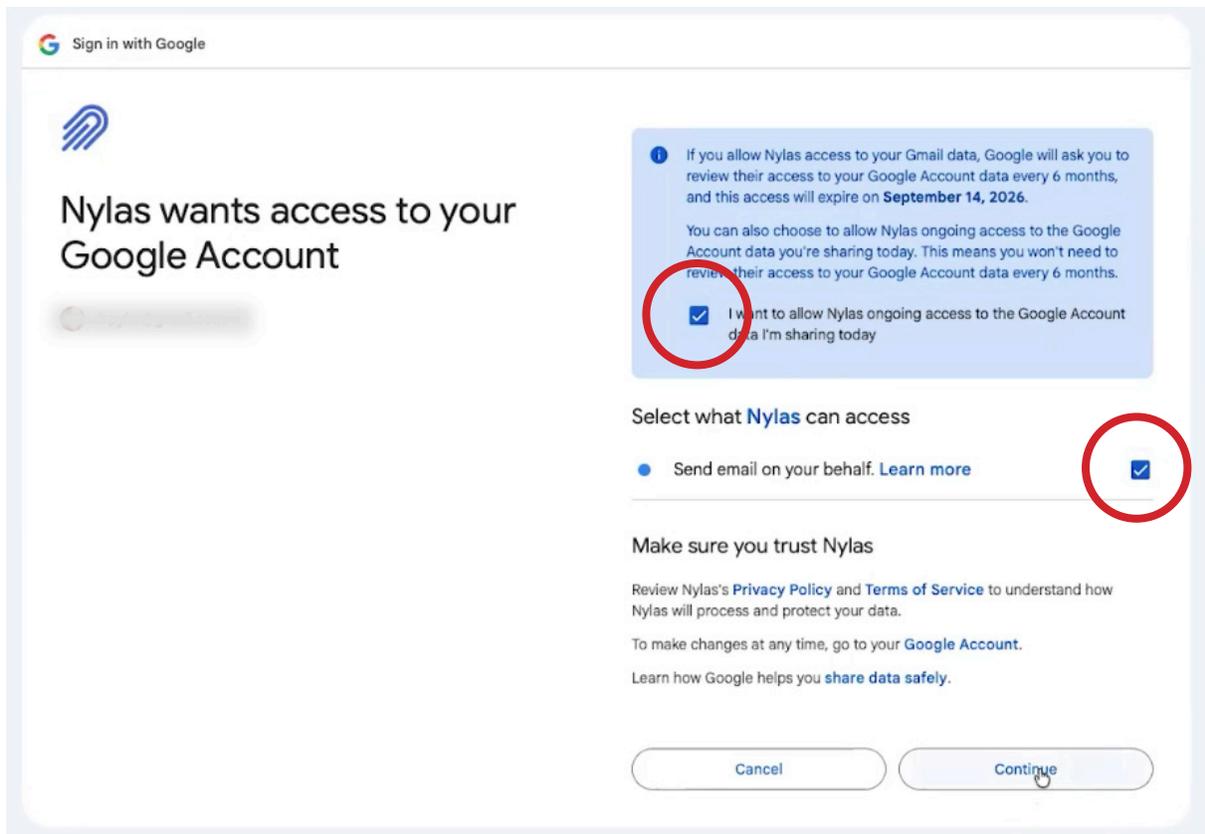
This is using Google as an example

Sign into Nylas. Nylas is the provider that allows us to use your mailbox to send the emails from Click-to-build.



Click "Continue"

Next, make sure you click both boxes to give Nylas permission.



Click "Continue"

Next you should see this:

Connecting your inbox...

Please wait. Do not close this tab.

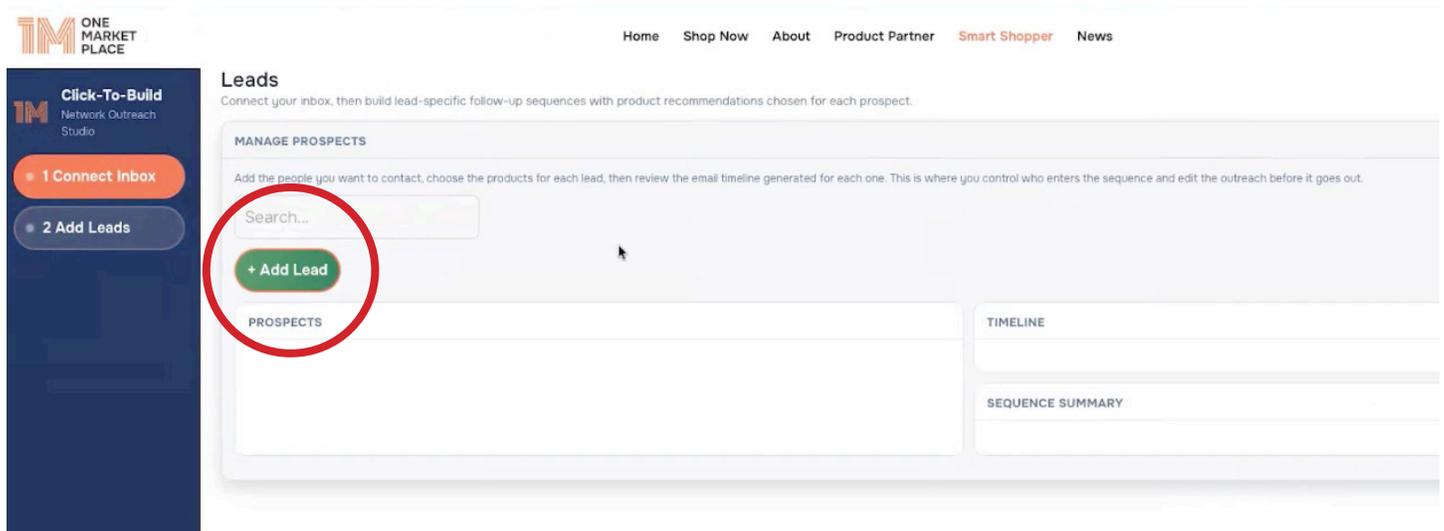
Followed by this:

Inbox connected 

All set. You can close this tab.

Now let's add a lead!

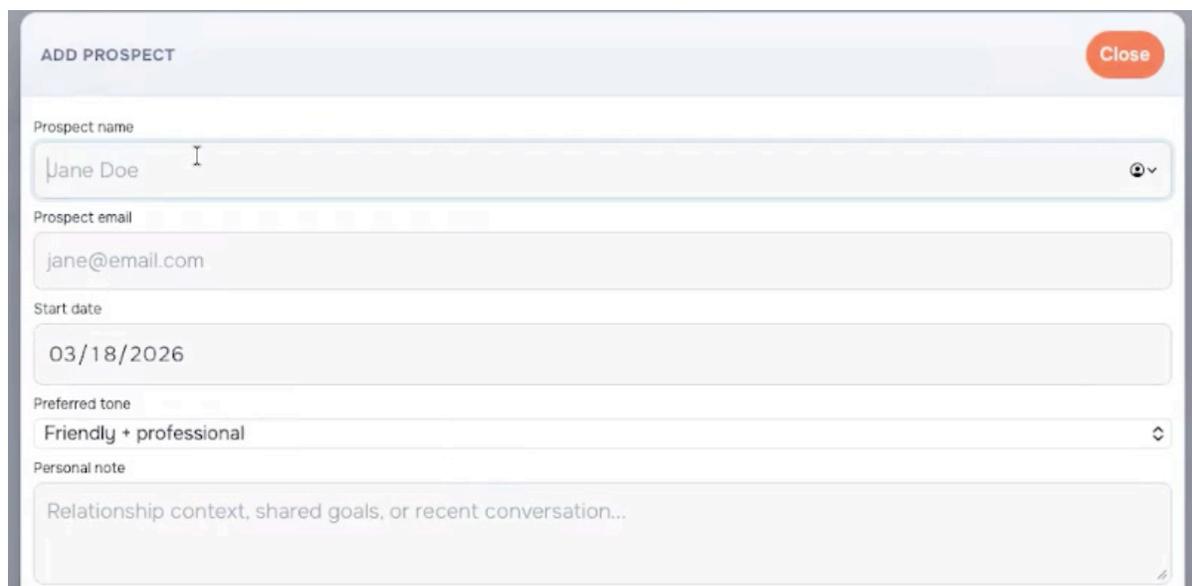
Add the people you want to contact, choose the products for each lead, then review the email timeline generated for each one. This is where you control who enters the sequence and edit the outreach before it goes out. Click on "+ Add Lead"



The screenshot shows the 'Leads' management interface. On the left is a dark blue sidebar with the 'Click-To-Build' logo and two buttons: '1 Connect Inbox' and '2 Add Leads'. The main content area is titled 'Leads' and includes a 'MANAGE PROSPECTS' section with a search bar and a green '+ Add Lead' button circled in red. Below this are sections for 'PROSPECTS', 'TIMELINE', and 'SEQUENCE SUMMARY'. The top navigation bar includes links for Home, Shop Now, About, Product Partner, Smart Shopper, and News.

Fill Out the Form

Fill out the form below. Add the Prospect Name, Prospect Email, Campaign Start Date, Preferred tone (Friendly + Professional, Casual, Warm + Supportive or Direct). Next you'll add a personal note. The AI takes this into account when it writes the email.



The 'ADD PROSPECT' form contains the following fields:

- Prospect name:** Jane Doe
- Prospect email:** jane@email.com
- Start date:** 03/18/2026
- Preferred tone:** Friendly + professional
- Personal note:** Relationship context, shared goals, or recent conversation...

Add products

Choose the product(s) you want to highlight during the campaign. For each email, the AI will only use one product that you have chosen. You probably don't want to pick more than 3. Clicking the "Favorite" button adds that product to the top of the list. You can also click on the "?" to learn more about the product.

<input type="checkbox"/> 2 Minute Miracle Gel As seen Worldwide on TV and infomercials, with million...	? Favorite	<input type="checkbox"/> 2 Minute Miracle Moisturizer Put the Visible Signs of Aging on Ice!	? Favorite
<input type="checkbox"/> ACAI+ (1-pack) Immune Support	? Favorite	<input type="checkbox"/> ACAI+ (2-pack) Immune Support	? Favorite
<input type="checkbox"/> 2 Minute Miracle Eye Serum Formulated with our exclusive Tri-Moisture Cryo...	? Add favorite	<input type="checkbox"/> 2 Tablet Sample Packs-10pk bundle 10 pack bundle of Sample packs (2 tablet) Fuel S...	? Add favorite
<input type="checkbox"/> ACAI+ (4-pack) Immune Support	? Add favorite	<input type="checkbox"/> Bare It At The Beach CC Cream Tinted Moisturizer A lightweight, sheer, and airy water-based PureL...	? Add favorite
<input type="checkbox"/> Beach Vibes Foundation - Skin Care Cover + Concealer Pressed skincare-infused correcting cream four...	? Add favorite	<input type="checkbox"/> Black Pepper & Sea Salt (12 oz / 340g) No glaze. No gimmicks. Just salt, pepper, and me...	? Add favorite
<input type="checkbox"/> Blaze 10-pack 10 x Ferox branded Fuel Saving Tablets. 10 tablet...	? Add favorite	<input type="checkbox"/> Blaze 100 Big Pack M 100 x Ferox branded Fuel Saving Tablets. 100 tab...	? Add favorite
<input type="checkbox"/> Blaze 4-pack 4 x Ferox branded Fuel Saving Tablets. 4 tablets ...	? Add favorite	<input type="checkbox"/> Blaze 40 Big Pack S 40 x Ferox branded Fuel Saving Tablets. 40 table...	? Add favorite
<input type="checkbox"/> Creatine + HMB A powerful strength and recovery formula combi...	? Add favorite	<input type="checkbox"/> Creatine Monohydrate A powerful strength and recovery formula combi...	? Add favorite
<input type="checkbox"/> Dynamic Duo 2 Steps 2 Flawless Skin in 2 Minutes!	? Add favorite	<input type="checkbox"/> Electrolyte Berry Blast Strips Solves Strips® Electrolytes - Fast-Acting, Sugar-...	? Add favorite

Complete the Form

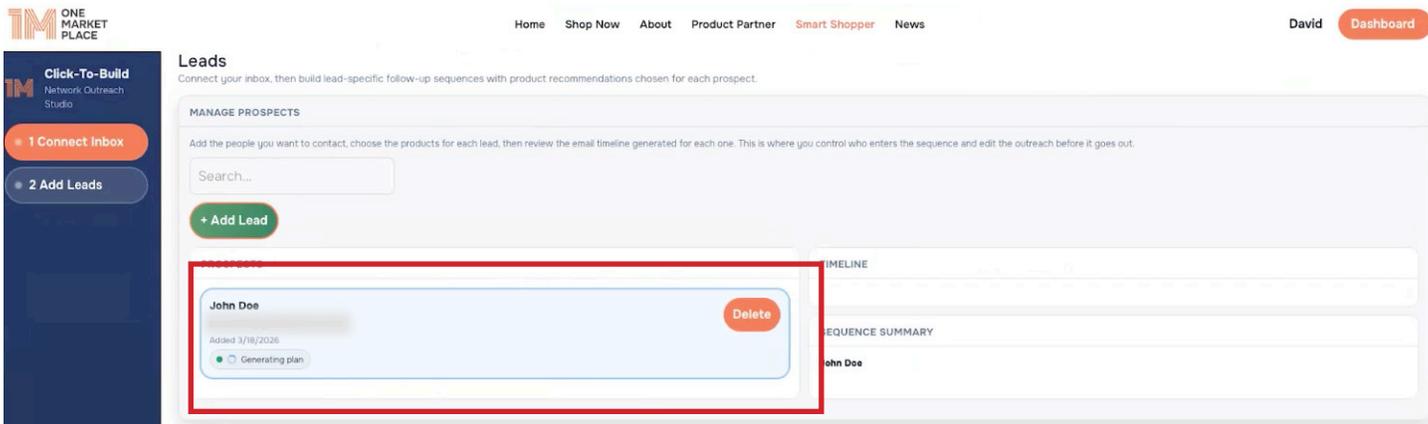
Now all you need to do is click on "Add Prospect" to complete the form.

Add prospect

Ready

Processing

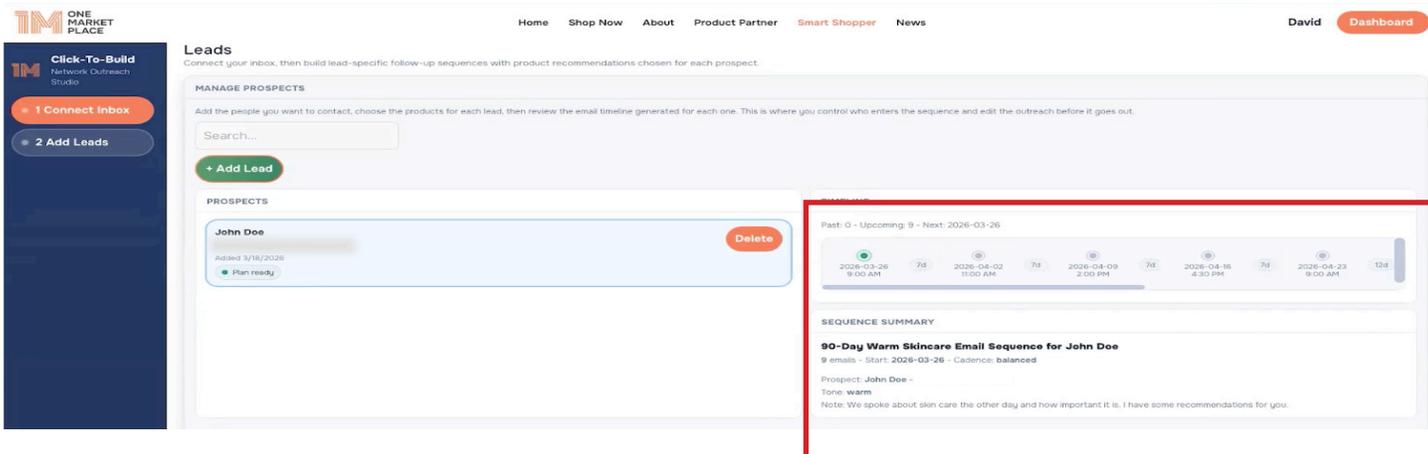
At this point, the system is processing the information and setting up the 90 Day Campaign emails. It should take no longer than a minute.



The screenshot shows the 'Leads' section of the One Market Place dashboard. A prospect named 'John Doe' is listed with the status 'Generating plan'. A red box highlights the prospect card. The interface includes a search bar, an '+ Add Lead' button, and a 'Delete' button for the prospect. The right side of the screen shows a 'TIMELINE' and 'SEQUENCE SUMMARY' section.

Timeline is now available

The timeline has been completed. You can see the information on the right. Each day is listed with the date and time in which the campaign will take action. You will also see details below. You can click on any of the emails to review.



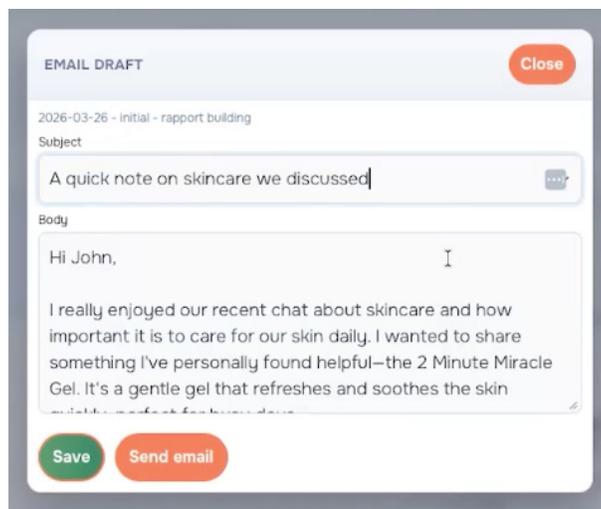
The screenshot shows the 'Leads' section with the prospect 'John Doe' now having a 'Plan ready' status. A red box highlights the 'TIMELINE' and 'SEQUENCE SUMMARY' sections. The timeline shows a sequence of emails from 2026-03-26 to 2026-04-23. The sequence summary is titled '90-Day Warm Skincare Email Sequence for John Doe' and includes details like '9 emails - Start: 2026-03-26 - Cadence: balanced' and a note about skincare recommendations.

Review the Emails

Click on the emails for review. You can make any changes you wish. Once you've made the changes, you have two choices:

1. Save the email and it will go out on the date as scheduled.
2. You can send the email immediately. If you send the email it will be taken out of the timeline and will be sent to the prospect. Additional emails will go out as scheduled.

Close the window and add another lead!



The screenshot shows an 'EMAIL DRAFT' window. The subject is 'A quick note on skincare we discussed'. The body text reads: 'Hi John, I really enjoyed our recent chat about skincare and how important it is to care for our skin daily. I wanted to share something I've personally found helpful—the 2 Minute Miracle Gel. It's a gentle gel that refreshes and soothes the skin'. At the bottom, there are 'Save' and 'Send email' buttons.

If you need further assistance contact: Support@onemarketplace.com