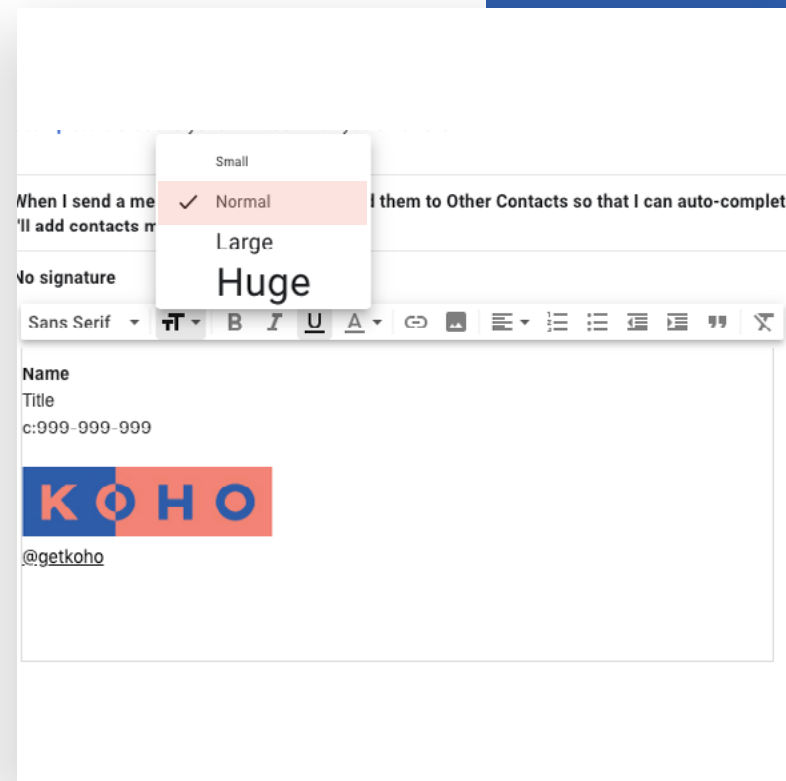
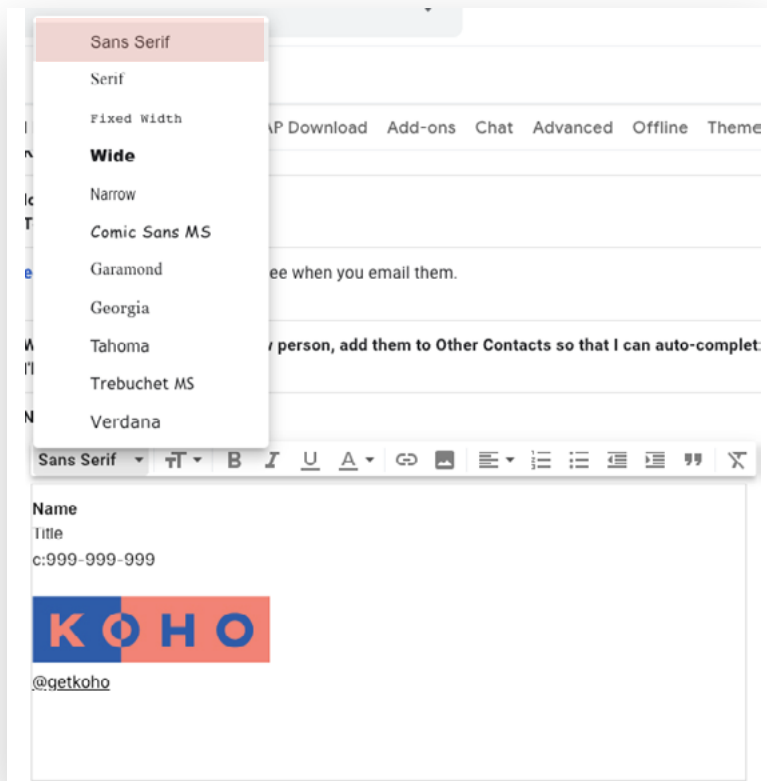


К О Н О

Email Signatures
Version 2.0
September 2019

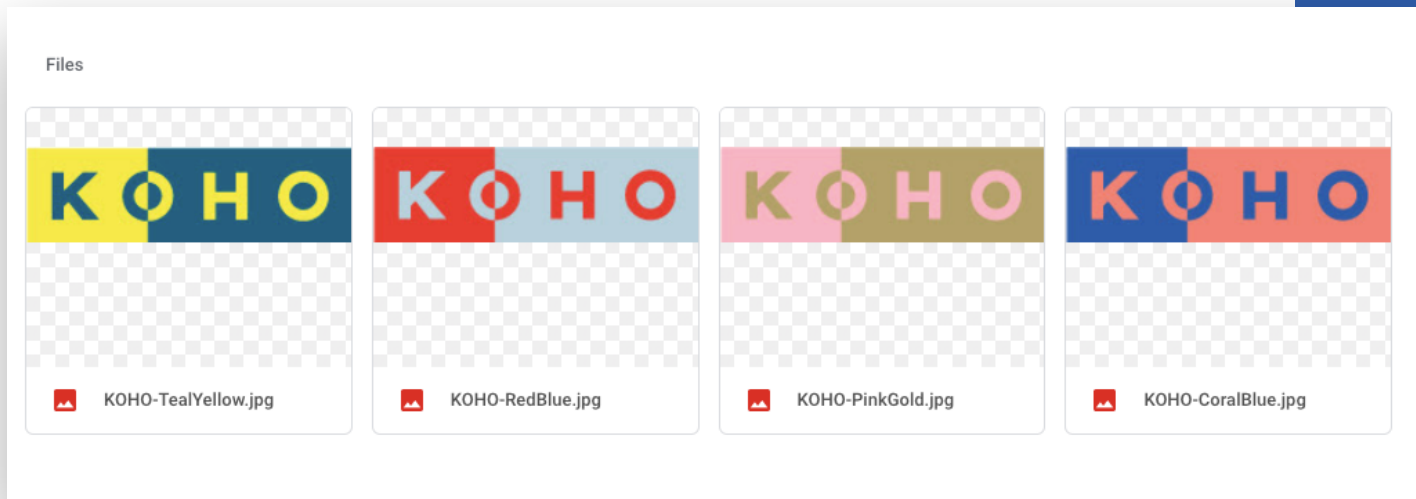
KOHO Email Signatures

- Select '**Sans Serif**' for font style and '**Normal**' for font size
- Fill out contact information (**Name, Title, Cell Phone Contact**)
- **Bold** your Name



KOHO Email Signatures


- Select and download email signature logo from Google Drive Folder
[Link Here](#)



KOHO Email Signatures

- Give line break in between contact information and logo

Name
Title
c:999-999-999


[@getkoho](#)

- Insert **@getkoho** and Instagram URL beneath logo image

Edit Link ×

Text to display:

Link to:

☒ Web address ☐ Email address

To what URL should this link go?

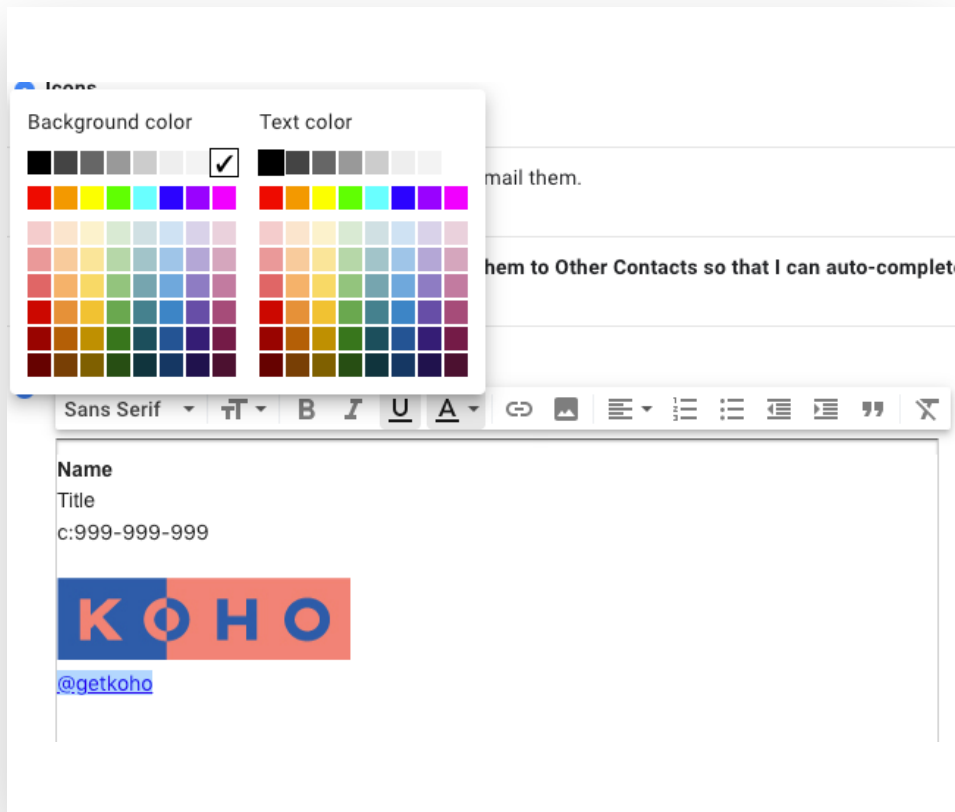
[Test this link](#)

Not sure what to put in the box? First, find the page on the web that you want to link to. (A [search engine](#) might be useful.) Then, copy the web address from the box in your browser's address bar, and paste it into the box above.

Cancel

KOHO Email Signatures

- Change styling of **@getkoho** to 'Black' font color



THANK YOU