

How to Send Reminders to Inactive Members?

As the site owner, you would like to send reminder emails to the members if they have not logged in for a long time. This is important since it helps catch some users who otherwise would leave the site permanently.

Log into your AdminCP and click on **Members > Inactive Members**

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Inactive Member Reminder

Show users who have not logged in for: days

Search

within

Groups

Gender

Email & Name

Any

All Members




[View More Search Options](#)

This feature uses the language phrases [inactive_member_email_subject](#) and [inactive_member_email_body](#) to send an email.

Get Inactive Members

Process mailing job to all inactive members

Reset

<input type="checkbox"/>	ID	Photo	Display Name	Email Address	Groups	Last Activity	Settings
	13		Amy123	amy@mailinator.com	Registered User	July 9, 2021 (171.239.148.25)	
	21		blair	blair@mailinator.com	Registered User	July 4, 2021 (171.239.148.25)	
	2		Carol cute	linhlinhle1303@gmail.com	GreenPoint Sellers	December 10, 2020 (115.79.61.222)	

Process mailing job to selected

In this page, you can get a list of Inactive Members and send the reminders message to them.

This feature will send emails with the email content of the phrase "[user.mail_inactive_users](#)". You may like to go to **Globalization > Phrases** to search and update this phrase if you want.