

## Sending secure text, email, and ringless voicemail with Flimp Connect is simple

It's essential to **reach your entire workforce—especially those without access to email—with your time-sensitive messages**. We're here to help you send your first text, email, or voicemail.

Flimp Connect has enhanced features that provide a tailored and intuitive user experience. We offer **managed texting campaigns**, where we do the work for you, **and self-service accounts** to manage your own messaging internally. Ask your account manager for more information.



Text "flimpconnect" to 28618  
to Get an Example Message

## Messaging Employees Is Easy



[Download Contacts Template](#)

[View Text Intake Form](#)

### Have Questions?

Contact our Flimp Connect Product Manager:

**Bryan McNeely**

bryan@flimp.net  
303-482-2853

Schedule a meeting with Bryan

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### Collect employee phone numbers and email addresses

Download our contacts template to provide the information to us in the right format.

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### Prepare message content

**SMS texts:** 160-character limit for a single text; anything that exceeds that limit is considered two messages by mobile carriers.

**MMS texts:** JPG, PNG, and GIF files; 500kb max file size; standard sizes:

**Square image:** 1:1 – 600x600px, 320x320px

**Portrait image:** 9:16 – 640x1138px

**Landscape image:** 16:9 – 1280x720px

**Links:** URLs can be used in texts but, be aware, the full URL must be shown not hidden by text (e.g., "google.com" is allowed, "click here" is not allowed) and those characters count toward the limit.

**Voicemails (IVR):** M4A or MP4 files; 30-second max per message

**Emails:** HTML-formatted email with logo, text, and images

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### Schedule delivery

Set the date and time (with time zone) to send your messages.

All Flimp-managed text campaigns are reviewed by a comms specialist to ensure compliance and deliverability.

## Best Practices for Messaging

### Introduce yourself and let employees know what to expect

When messaging employees, it's important to introduce yourself to let your recipients know who the communication is coming from, and let them know what they can expect from your messages.

- Text example:** "Hello from ABC Company. We'll be sending communications via text from this number about important company events. Reply STOP at any time to opt out."
- Email subject line example:** "ABC Company's open enrollment period is NOW OPEN" or "ABC Company's open enrollment period is almost over – don't miss the deadline!"
- Voicemail example:** "Hello, this is your benefits team at ABC Company. Just wanted to let you know open enrollment has begun. Visit your benefits hub for all the details. Call 888-888-8888 if you have questions."

## Reporting

Comprehensive reporting is crucial for assessing the effectiveness of your messaging. Basic metrics are provided for Flimp-managed campaigns and our licensed users are able to dig deeper. When paired with Flimp-created content, admins can track engagement by message and much more.

## Example Text Messages

### Pre-open enrollment

Hello! This is your HR team! Open enrollment starts [DATE]. We'll be in touch soon with more resources and links to get you started.

### Open enrollment opening day

Open enrollment is here! You MUST enroll or waive coverage. Deadline is [DATE]. Click here to get started: [LINK]

### Open enrollment ending reminder

Open enrollment ends tomorrow [DATE] at [TIME]. A decision for 2025 is required. Click here for more information: [LINK]

### Document download

Hello! Download and complete this document for open enrollment! Click here: [LINK] Questions? Contact: [EMAIL]

### Emergency weather notification

URGENT: Please be aware of severe weather conditions near [LOCATION] and surrounding areas. If you need help, contact: [PHONE NUMBER]

### Annual wellness survey

Hello! We want your opinion! Please complete this wellness survey at your earliest convenience: [SURVEY LINK]

### Benefits webinar

Hello! Don't miss our live webinar to help you choose benefits for 2025! Join us on [DATE] at [TIME]. Click here to join: [WEBINAR LINK]

### Holiday reminder

REMINDER: our office(s) will be closed on [DATE]! Enjoy your time off and contact [EMAIL] if you have questions or need assistance.

### Is Consent Required?

We often get asked about consent since that's a known requirement for texting to consumers but, since there's an established relationship between an employer and its employees, it's considered implied consent.

### Texting 101: Learn the Rules for Texting Employees

Unsure about the regulations and requirements for messaging employees? This article tells you what you need to know.

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