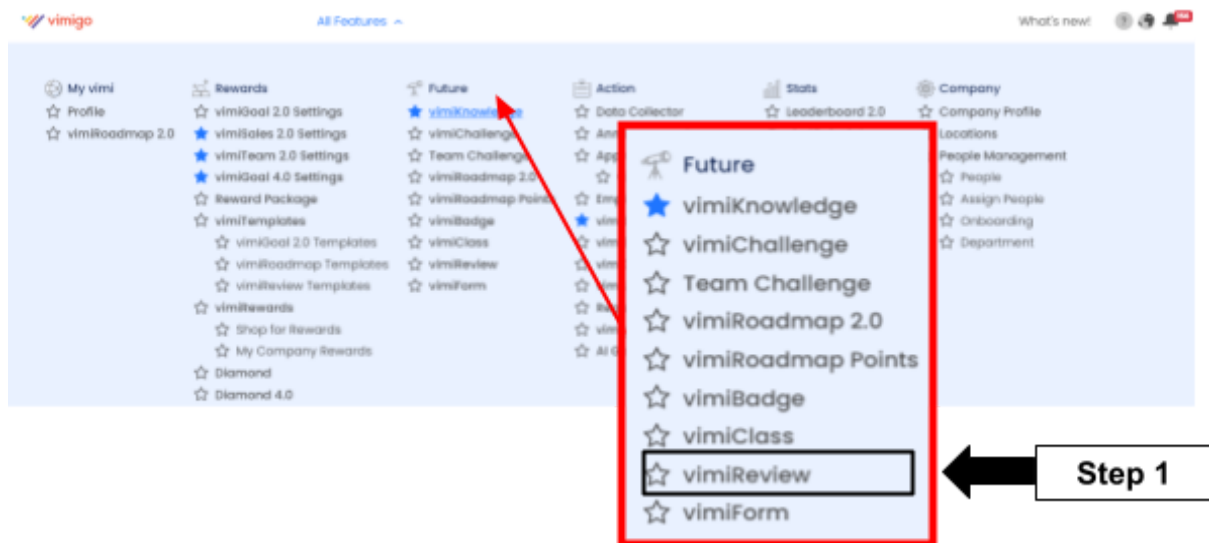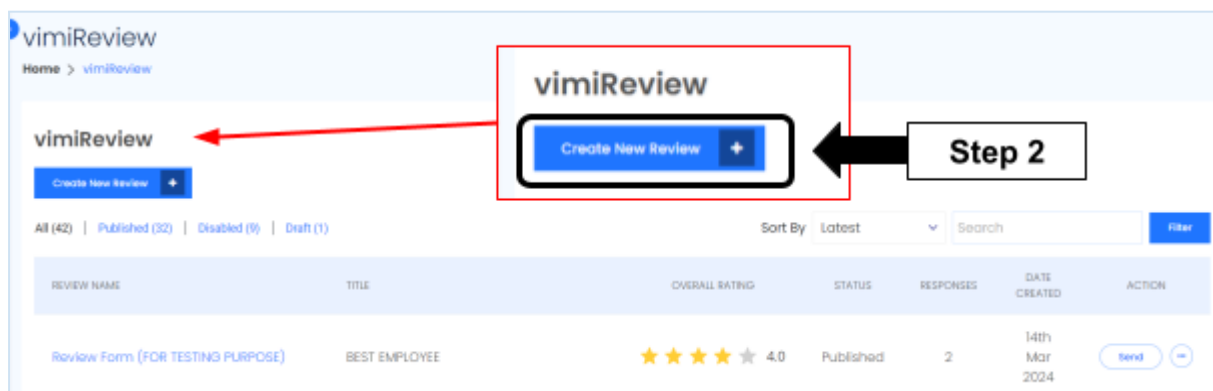# What is vimiReview?

- is similar to a quick survey or a review form.

How to create vimiReview and send it to customers?

Step 1: Head over to **All Features** Tab at the top of the website ☐ Under **Future** list, click on **vimiReview.**


Step 2: Click **Create New Review.**

Step 3: Fill in all the details of vimiReview.

User can add watcher, editor, and notifier for the vimiReview. The review form will automatically become private review form if watcher, editor or notifier is added.

Name for internal use.

- Tick **Feedback** will create a text box for customer feedback.
- Tick **Anonymous Review,** customer can anonymous name and contact.
- Tick **Track Responses** means gone track customer feedback.

Click **Yes** to **add Company Logo** (Optional).

Click **Yes** to **add Image** you want to display (Optional)

Image caption or description. (Optional)

Title Header

Description of the title or add content.

Click to the tick and create a new attribute name.

Step 4: **Apply <u>existing</u> template** *or* **create a <u>new</u> template**.
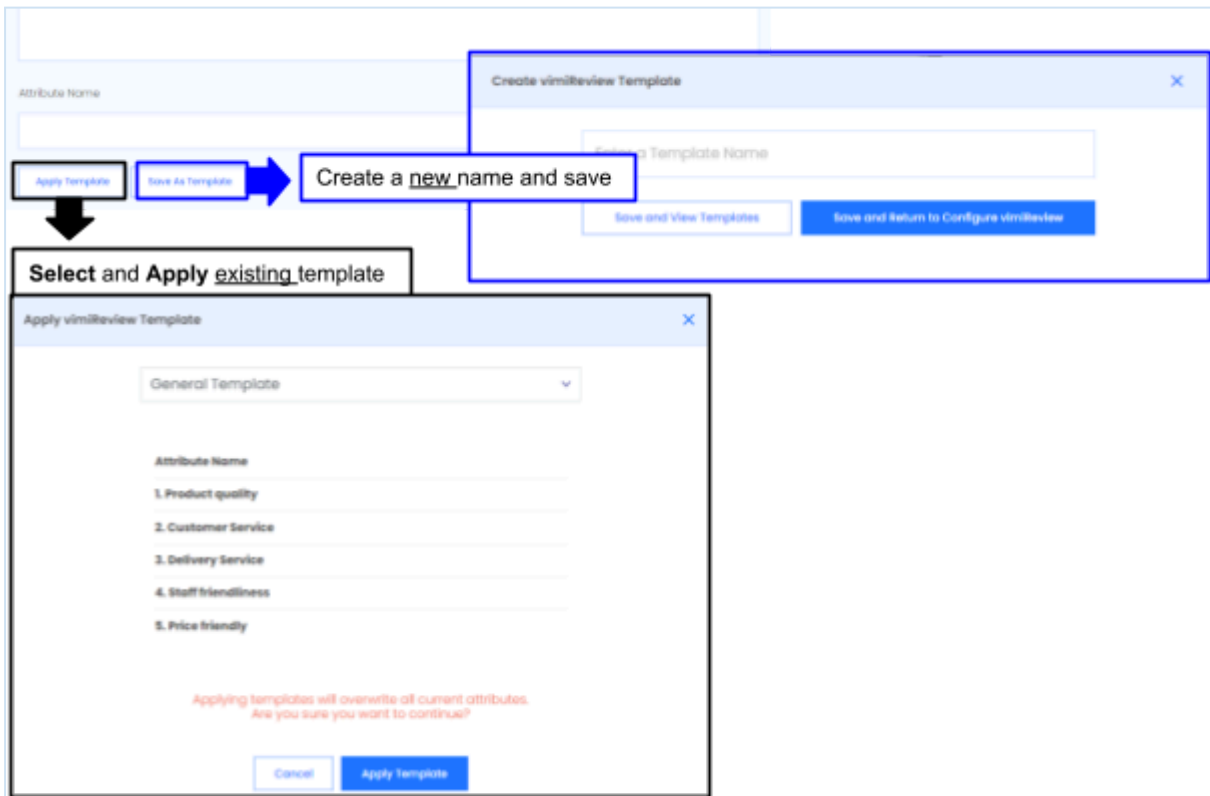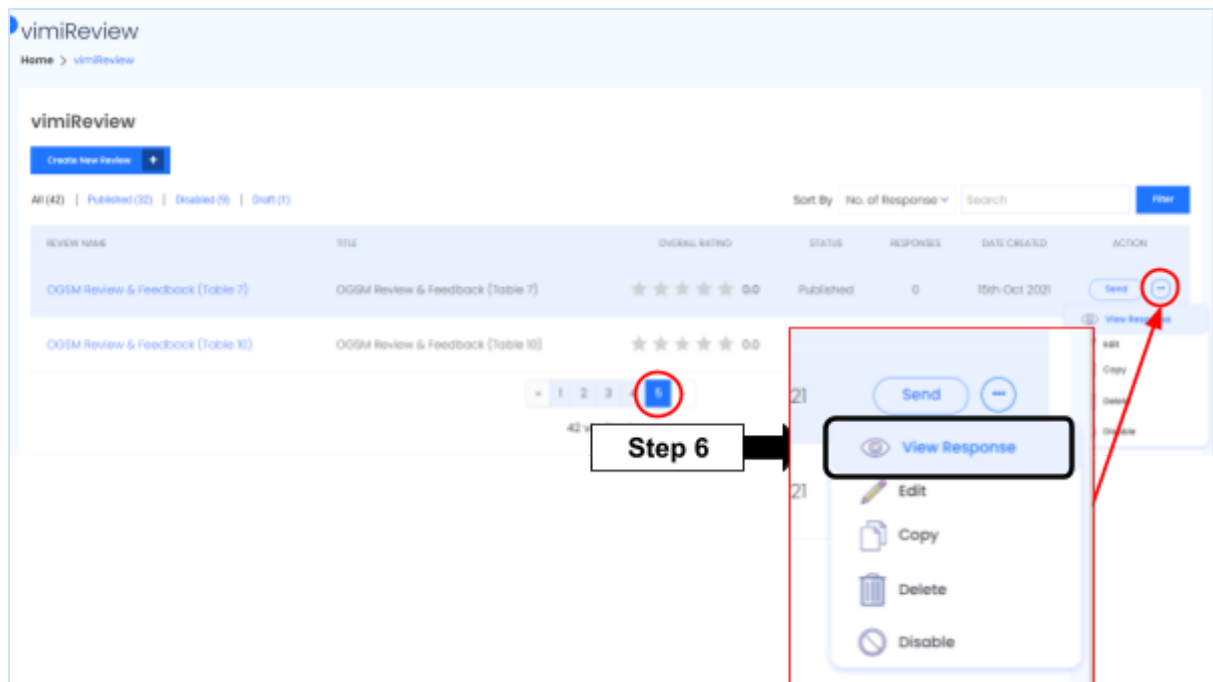

Step 5:

  I.   If you want to save it first and work on it later, click **Save as Draft**

  II.   Once completed, click **Publish**.
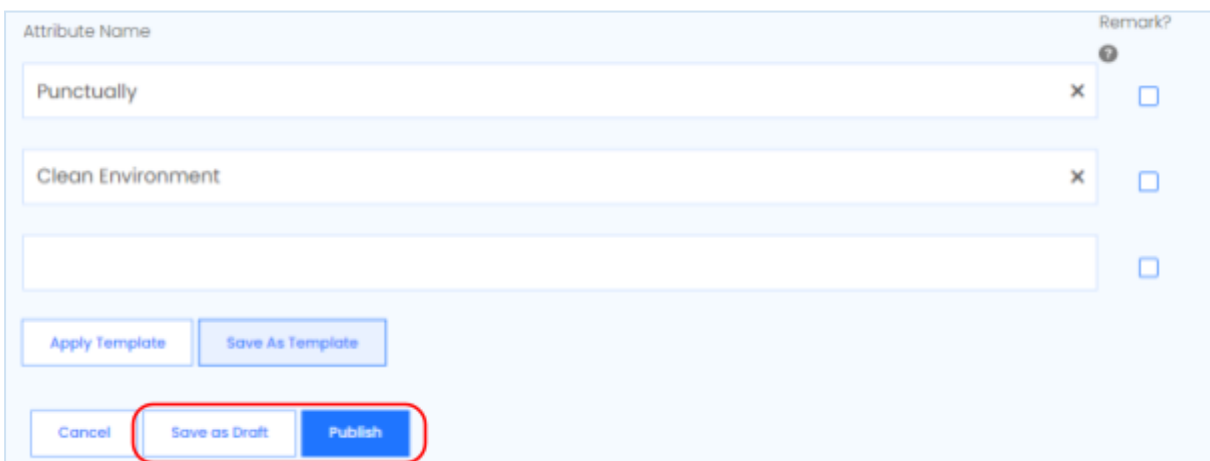
Step 6: Go to the **last page** to find the new created vimiReview. Click the
3 dot icon and click **View Response.**

Step 7: Click **Send Review**.

Step 8: Send vimiReview via **WhatsApp Phone** or **copy link**.