

# Osprey Approach: Setting up Text Anywhere Integration

This help guide was last updated on  
Dec 15th, 2023

The latest version is always online at  
<https://support.ospreyapproach.com/?p=52690>



# Creating a TextAnywhere Account

To create an TextAnywhere account, please follow the link: <https://www.textanywhere.com/action/free-trial/>

## Existing Customers

If you have created an account before December 2022, you will also need to create a new account with the link above.

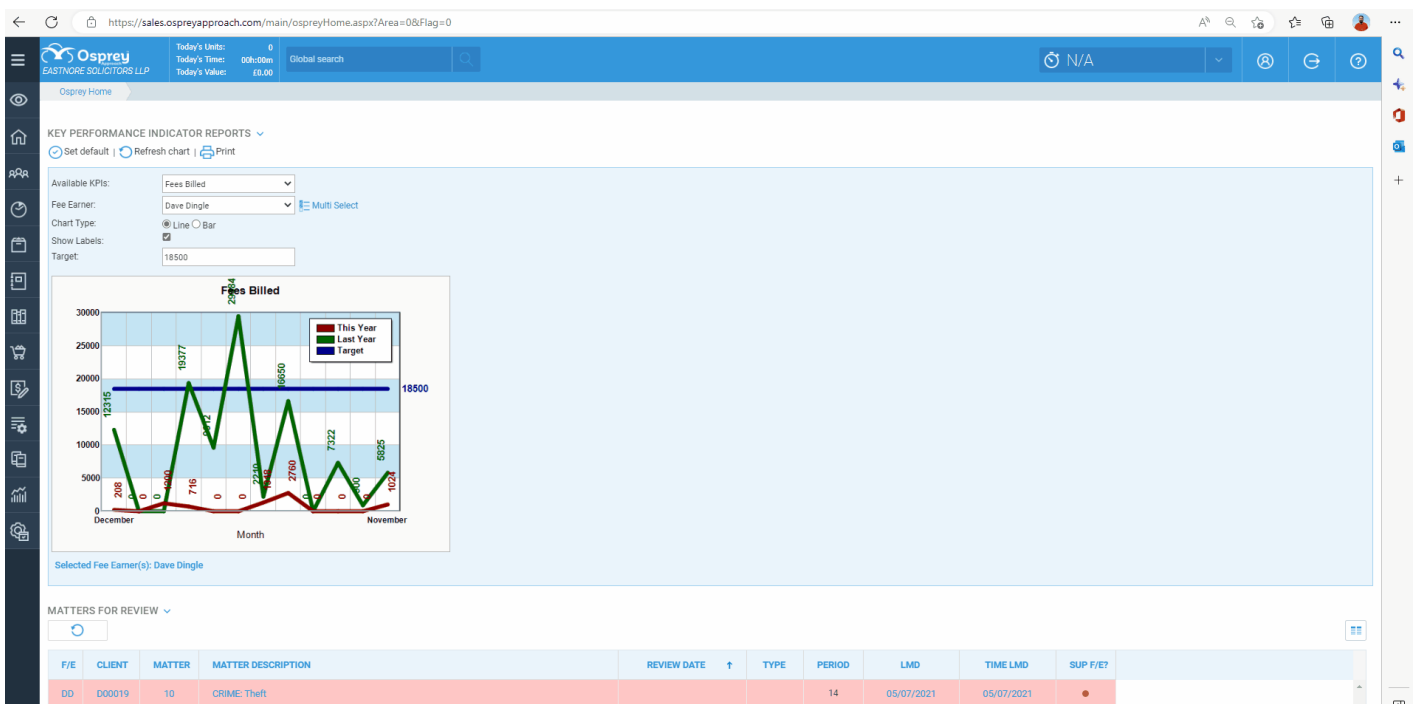
With the new account created, send an email to [customercare@textanywhere.com](mailto:customercare@textanywhere.com), asking to transfer your credits from your old account to your new account.

You will need to provide them your old account reference number, and the email address of your new account, and request that Trial Mode is switched off in your new account.

## Entering the Credentials

To enter your TextAnywhere credentials, you will need to go to Supervisor > System Setup > System Settings > Third Party Data.

Locate TextAnywhere, click Edit and enter your Textanywhere Username (Email address) and Password.



## Setting up Text Templates

Not only can you send ad-hoc SMS messages, users can also benefit from Text Templates.

To create, go to Supervisor > Code Setup > Standard Text Description and then Add Standard Text Description.

Select Standard Text Message from the Context Area dropdown, and enter any text in the bottom box. Click Save.

Once saved, you will have an option to link mergefields, allowing you to pull client-relevant information.

https://sales.ospreyapproach.com/main/ospreyHome.aspx?Area=0&Flag=0

Osprey EASTWORE SOLICITORS LLP Today's Units: 0 Today's Cases: 65/100/1 Today's Value: £3.00 Global search N/A

Osprey Home

KEY PERFORMANCE INDICATOR REPORTS

Available KPIs: Fees Billed

Fee Earner: Dave Dingle

Chart Type: Line

Show Labels: [X]

Target: 18500

Selected Fee Earner(s): Dave Dingle

MATTERS FOR REVIEW

F/E	CLIENT	MATTER	MATTER DESCRIPTION	REVIEW DATE	TYPE	PERIOD	LMD	TIME LMD	SUP F/E?
DD	D00019	10	CRIME: Theft			14	05/07/2021	05/07/2021	●
DD	D00019	22	IMMIGRATION: Visa Application	29/11/2022		0	05/05/2019	08/04/2019	●
DD	D00058	7	EMPLOY: Unfair Dismissal	16/12/2022		0	04/12/2019	04/12/2019	●
DD	P00044	2	WILL: Mirror Will	16/12/2022		0	12/09/2022	10/03/2022	●