



## Librarian toolkit email templates: set 2

Use these email templates to build awareness about the support you offer.

Feel free to edit to suit your requirements, or simply copy and paste the text into a new email message, fill in the [ ] and send.

### Emails that promote your support to researchers

#### Email 1 of 3

Email subject line:

Template message:

*Name*

**Access resources to help you break new ground**

*link to your intranet page*

**Email 2 of 3**

**Subject line:**

**Template message:**

*Name*

**Save time finding important information**

*name of team*

*link to your intranet page*

[                    ]

**Email 3 of 3**

**Subject line:**

**Template message:**

*Name*

**Mc i 'Xcb0h' \UjY'hc`cc\_'ZUf'hc'Z]bX'UbgkYfg**

*Company Name*

*link to your intranet page/name of contact*

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