* *Here is a suggestion on how to communicate with your team that you will start working with Simployer &frankly. Just copy and paiste.*
* *If you have activated SSO (single sign on), the information about choosing a password can be deleted.*
* *The welcome email below is optional, and if you want to send it you can ask your contact at Simployer for assistance.*
* *Regarding the minimum number of responses required to display a result for a group, you set this under Settings in Simployer &frankly. You must choose at least 3.*

**Introduction mail to employees:** *English long version*

Subject: Simployer &frankly – Pulse/survey tool in [company]

Dear Team,

We are happy to inform you that we will launch a new pulse/survey tool [date] called Simployer &frankly.

**Why are we doing this?**

* We want to put Your engagement and well-being on the daily agenda
* We want to trigger a continuous dialogue between You, the Team and the Management
* And most of all, we want to make sure everyone’s voice is heard

**What is this new tool?**

[Simployer &frankly](https://www.simployer.com/products/andfrankly/) is a tool provided by Simployer Group, for measuring engagement and well-being. We’ve chosen Simployer &frankly as it is dynamic, fun to use and creates result reports promptly. You as a user will always have access to your own results, which means you can follow your own curve and have an overview of your well-being and engagement.

**When are we starting?**

We’re scheduled to launch on xxxx xxxxx. You will be receiving your first questions in the coming week.

**How?**

* You will receive a **welcome email** from Simployer &frankly in the coming days. This means that you have received an account and can log in.
* The first time you log in, you get to choose a password. This is so that you will have access to all your answers over time.
* The provider, Simployer &frankly is bound by contract to handle and maintain all your responses in an **anonymous way.** Result reports are only generated if there is a minimum of X responses
* Simployer &frankly also has a user-friendly mobile app, which can be downloaded for free in the App Store or on Google Play. Search for “&frankly” to find it. Once you're logged into the app, you'll receive notifications directly to your phone!

We are starting with a xxxx frequency for x questions.

You will receive regular feedback to look at the aggregated results and discuss them together.

As the tool is flexible, we might ask additional questions based on the trend of the responses or current happenings in the office life.

**Why it is important?**

* We hope to bring our engagement and communication to a new level
* Simployer &frankly creates the possibilities – we are the drivers for change!

We promise, it’s easy and will not take more than 2 minutes of your time!

Thank you,

xxxxx

**Introduction mail to employees:** *English short version*

Subject: Simployer &frankly – Pulse/survey tool in [company]

Hello everyone!

Starting next week, we’ll be launching a new tool called [Simployer &frankly](https://www.simployer.com/products/andfrankly/) from Simployer Group. The aim is to enable a more continuous dialogue about how we feel at work, so that together we can create an even better workplace.

On XXday, you should receive an email from Simployer &frankly asking you to sign up. Please follow the guidance in the mail. Simployer &frankly also has a mobile app, which can be downloaded for free in the App Store or on Google Play. Search for “&frankly” to find it. Once you're logged into the app, you'll receive notifications directly to your phone!

After that you simply respond to a few questions regularly. It only takes a few minutes to respond. Both you and your manager can see the collected responses (the manager, of course, only sees anonymous summaries). This way, both of you get a better understanding of what you should focus on to drive positive changes.

Remember that we’re doing this for your benefit. We want to make our team and <company> an even better place to work!

Let me know if you have any questions or concerns.

Best regard