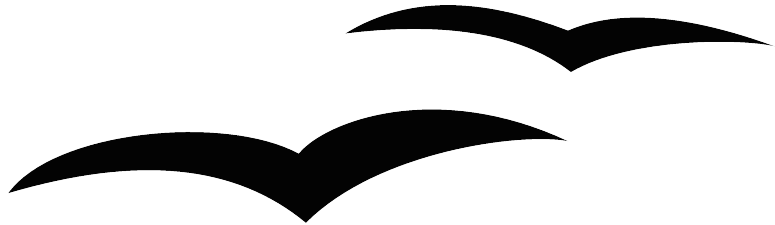


How To Email Mailmerge using mailmerge.py



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Overview

This HOW-TO provides the instructions needed to enable email mail merges using OpenOffice.org2.x.

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Feedback

Please direct any comments or suggestions about this document to: grsingleton@openoffice.org

Acknowledgments

Modifications and updates

<i>Version</i>	<i>Date</i>	<i>Description of Change</i>
[0.1]	[2006-01-18]	[grs: Initial edition issued for comment]
[0.2]	[2006-01-19]	[grs: corrections to release numbers]
[0.3]	[2006-02-11]	[grs: minor corrections to release numbers]

Email mailmerging in OpenOffice.org2.x

Out-of-the-box Openoffice.org2.0 offers Tools > Mail Merge Wizard. Unfortunately this interface does not work even when you have JavaMail installed, including javabeans activation framework. This is disappointing and a frustration for users.

Well there is a solution and this HOW-TO will show you how to get this feature with minimum aggravation.

Step 1 – get the required rights

To complete these steps you must have write permissions. Under recent Windows® distributions, this will be the Administrator and, for most other operating systems, root.

Step 2 – Locate mailmerge.py

This file is distributed with OpenOffice.org2.0.1 and can be found in the program directory where the main OpenOffice.org2 installation is located. Under Windows®, this is usually C:\Program Files\OpenOffice.org2.0 and under Linux, /opt/openoffice.org2.0. If you have installed elsewhere, adjust the path accordingly.

Step 3 – Enable mailmerge.py

mailmerge.py may or may not be installed automatically; therefore, you try enabling it. Use the following commandline in the program directory. In most cases, a terminal window will do.

Windows®

```
unopkg add --shared mailmerge.py
```

*NIX

```
./unopkg add --shared mailmerge.py
```

Step 4 – Edit Writer.xcu

Each user's installation of OpenOffice.org must now be manually edited so that email mailmerging can be accomplished. Use a simple editor such as Notepad or vi .

Locate the user installation

Windows®

Under XP Pro, the OpenOffice.org Writer.xcu is located in C:\Documents and Settings\My Username\Application Data\OpenOffice.org2\user\registry\data\org\openoffice\Office\Writer.xcu (**Note:** This is the entire path and may be folded)

***NIX**

Under most *NIX operating systems, Writer.xcu is located in

```
$HOME/.openoffice.org2/user/registry/data/org/openoffice/Office/Writer.xcu
```

Edit the file

Using a plain text editor such as Notepad or vi, change the <value> from false to true.

The pattern looks like this:

```
<prop oor:name="EMailSupported" oor:type="xs:boolean">  
<value>>false</value>  
</prop>
```

Save the file

Step 5 – Restart OpenOffice.org

1. Exit all running instances of OpenOffice.org including any Quickstarters.
2. Start OpenOffice.org and try Tools Mail Merge Wizard.

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