

## ?How do I add an organization-wide email signature

Deskpro Legacy - تعليقات ( ٠ ) - Grace Howlett - 2023-08-29

Agents can [create a personal signature](#) within their account preferences, but you might also want to set an organization signature which applies to all Agent replies being emailed to . your users from Deskpro. This can be setup within the "New Agent Reply" email template

Go to **Admin > Emails > Email Templates > User Email Templates > Ticket** .1

**.Emails > New Agent Reply**

.2 Add your organization's signature directly underneath the **<dp:agent-reply />** line



.3 Click **Save**

.4 Do the same for the **New Ticket By Agent** template to ensure the signature is also used when new tickets are created by Agents (this time, insert under the **<dp:last-reply />** line).

This will place your general signature directly below the response in every Agent reply email. If your agents also have a personal signature setup, this will display above the .organization signature