

## Why is my Macro not inserting text into the Reply Box?

Sean Kerwin - 2023-09-15 - [Comentários \(0\)](#) - [Agent](#)

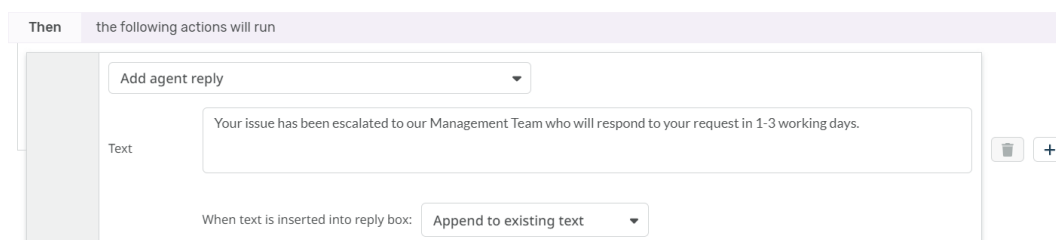
If you use Macros, you might wonder why Agent Reply actions in the Macro will be applied differently depending on whether you select the Run Now or Run on Send options. This article will outline the differences between these two actions and which you should use for each need.

If a Macro you're using includes an Add Agent Reply action, the way it is applied to a ticket will vary depending on which Run action you select.

The Macro may be set up to append or prepend text to your reply message. **However, this setting will only apply if you use the Run on Send option.**

### Actions

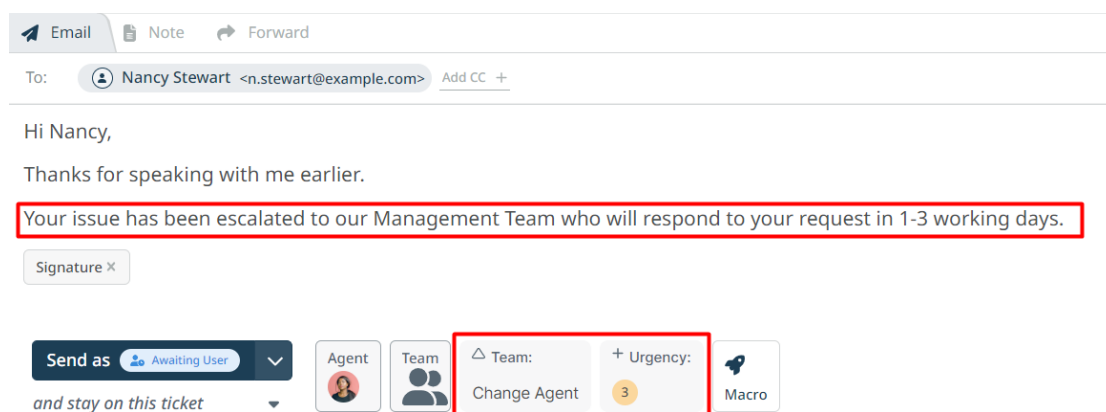
These actions will apply when the macro is applied.



The screenshot shows a configuration window for a macro action. At the top, it says 'Then the following actions will run'. Below this, there is a dropdown menu set to 'Add agent reply'. Underneath, there is a text box containing the message: 'Your issue has been escalated to our Management Team who will respond to your request in 1-3 working days.' To the right of the text box are trash and add icons. At the bottom, there is a label 'When text is inserted into reply box:' followed by a dropdown menu set to 'Append to existing text'.

Using Run on Send, will insert the Macro into the reply box, the actions will display at the bottom of the reply box and any Text Actions will be inserted into the body of the reply either before or after any text you have already entered depending on the Macros rules.

For example, the Macro that has been applied below had the two actions **Change Agent Team** and **Increase Urgency by 3**, these are alongside the Send button to show which actions will take place after you hit send, and the Text has been appended to the response the Agent was already typing.




The screenshot shows an email reply interface. At the top, there are tabs for 'Email', 'Note', and 'Forward'. Below this is the 'To:' field with 'Nancy Stewart <n.stewart@example.com>' and an 'Add CC +' button. The body of the email starts with 'Hi Nancy,' followed by 'Thanks for speaking with me earlier.' Below this, the macro text is displayed in a red-bordered box: 'Your issue has been escalated to our Management Team who will respond to your request in 1-3 working days.' Underneath the text is a 'Signature x' button. At the bottom, there is a 'Send as' dropdown set to 'Awaiting User'. To the right of the send button are buttons for 'Agent', 'Team', and 'Urgency'. The 'Team' button is highlighted with a red box and shows 'Change Agent'. The 'Urgency' button is also highlighted with a red box and shows '+ Urgency: 3'. To the right of these buttons is a 'Macro' button.

If you select **Run Now** or apply the Macro using a **Mass Action** it will run straight away, so any Add Ticket Reply Action will be sent as an individual message on the ticket rather than being inserted into the reply box.

FORM


IP: 217.138.85.210 Apr 19, 2023, 4:05 PM #1

 Agatha Bardle (agathabardle@example.com)

Hi, I think my computer is broken.

EMAIL

2 secs #2



Your issue has been escalated to our Management Team who will respond to your request in 1-3 working days.