Create your own email signature

My Emails · https://coreel.ai/help/create-your-own-email-signature/

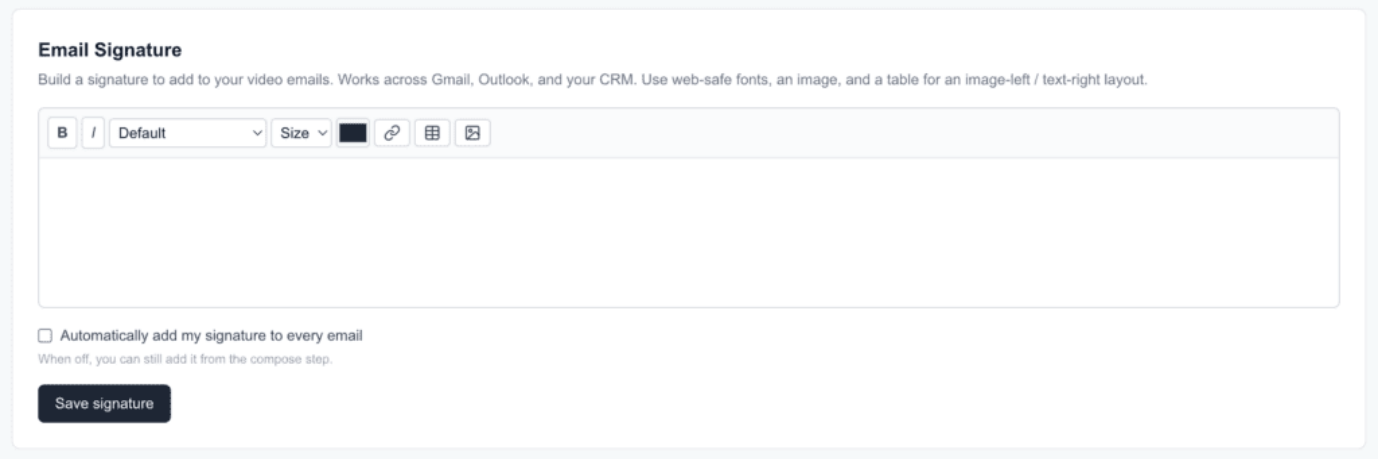
You can build a signature right inside coReel and have it added to the bottom of your video emails — your name, title, company, links, and even a logo or headshot. It works no matter how you send: **Gmail, Outlook, or any connected CRM** (Keap, HighLevel, Zoho). This is especially useful for Outlook and CRM sends, where there's no signature to pull in automatically the way there is with Gmail.

You build the signature once on the web app. After that it's ready to drop into any email — automatically on every send, or one send at a time — and you can insert it from the mobile app too.

> **[Video placeholder — REPLACE before publishing]** *45–60s walkthrough: building a signature in Settings (text, a logo image, a link), turning on "add to every email," then sending a video and showing the signature in the delivered message.*

Step 1 — Open the signature builder

1. Sign in to coReel at app.coreel.ai.
2. Go to **Settings**.
3. Find the **Email Signature** card.



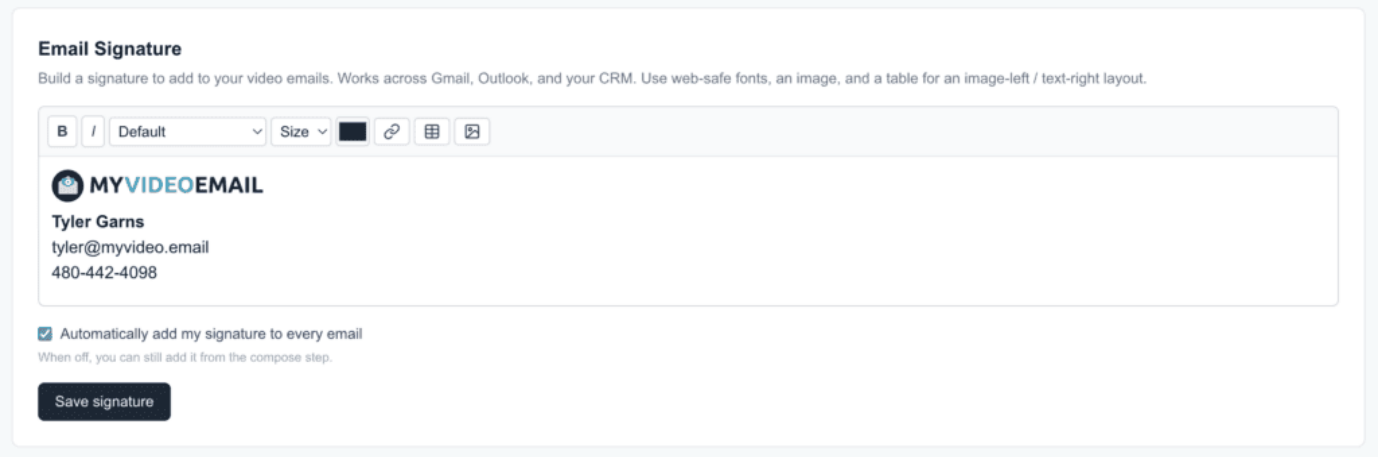
Success check: You see an editor with a formatting toolbar and a "Save signature" button.

Step 2 — Build your signature

Use the toolbar to lay out your signature. From left to right you have:

1. **Bold** and **Italic** for emphasis.
2. **Font** — a set of web-safe fonts. These are the fonts that display reliably in every email app (Gmail, Outlook, Apple Mail, and so on), so your signature looks the same for every recipient.
3. **Size** and **Color** for your text.
4. **Link** — highlight text, click Link, and paste a URL (your website, a booking link, your LinkedIn).
5. **Table** — inserts a two-cell layout so you can put an **image on the left and text on the right**, the classic signature look.
6. **Image** — upload a logo or headshot (see the next step).

Type your details, select text to format it, and arrange it however you like.



Success check: Your signature looks the way you want it in the editor.

Step 3 — Add and size an image

1. Click the **Image** button in the toolbar and choose a file (PNG or JPG).
2. The image uploads and appears in your signature. Large photos are automatically optimized so your emails stay light and load quickly — you don't need to resize the file yourself first.
3. **Click the image** to select it, then **drag the corner handle** to resize it.
4. With the image selected, use the **Image padding −/+** buttons (they appear at the end of the toolbar) to add space around it.

Success check: Your image is the size you want, with comfortable spacing around it.

Step 4 — Choose automatic or manual, then save

1. Decide how you want the signature applied:
   - **Automatically add my signature to every email** — turn the toggle **on** and it's included on every send, no extra clicks.
   - Leave it **off** if you'd rather add the signature only on the sends you choose (see Step 5).
2. Click **Save signature**.

Success check: You see "Signature saved." Your signature is now stored on your account.

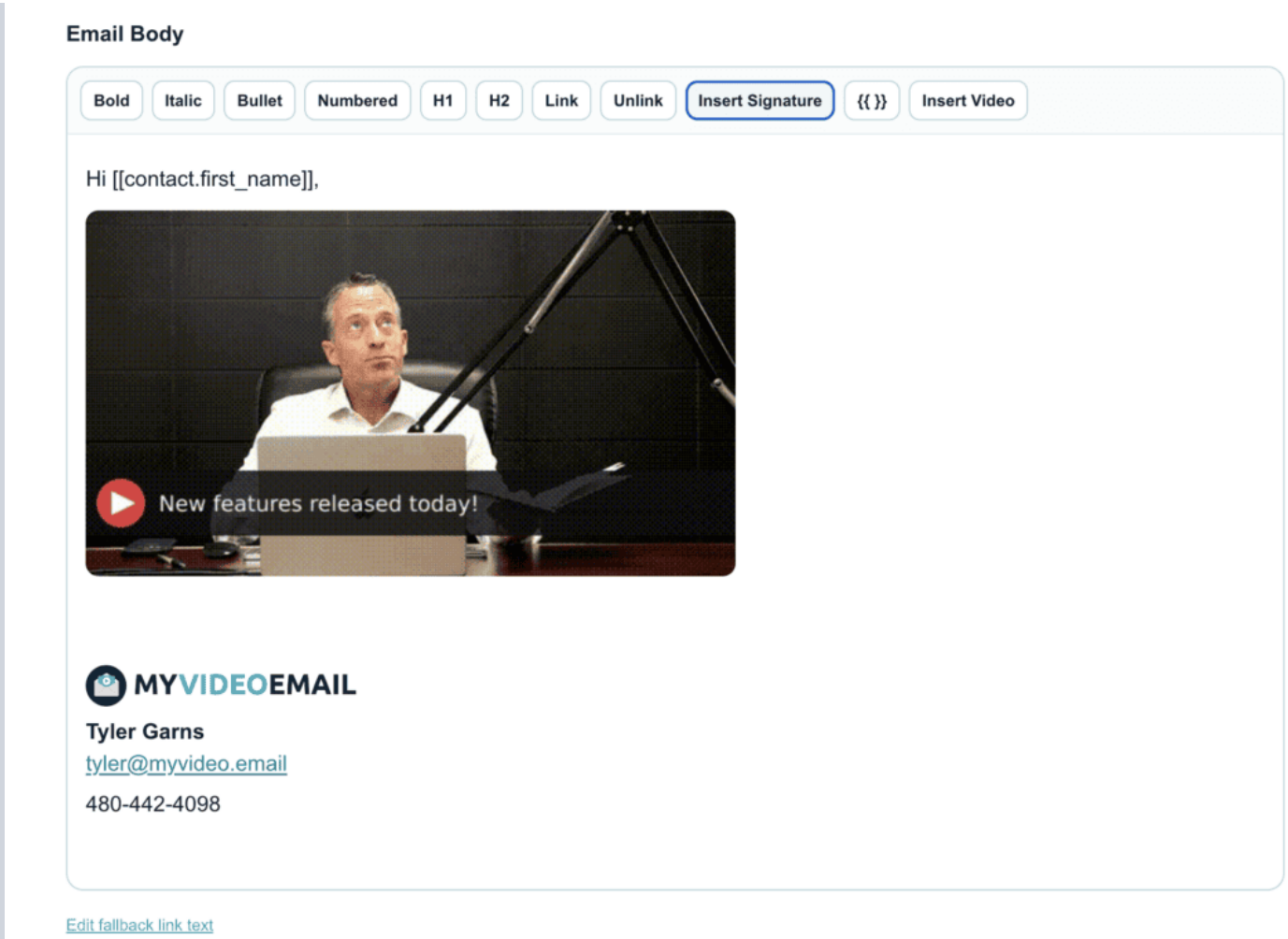
Step 5 — Using the signature when you compose

When you record and send a video email:

- If you turned on **automatic** signatures, your signature is already in the message — you'll see it below the editor and in the preview on the send step.
- If automatic is **off**, click **Insert Signature** in the compose toolbar to add it to that email. This works for Gmail, Outlook, and every CRM.

If you send through Gmail and also have a Gmail signature, you'll get a small selector to choose which one to use for that email:

- **None** — no signature
- **Gmail signature** — the signature pulled from your Gmail account
- **My signature** — the one you built here



Success check: Your signature appears below the editor and in the send-step preview, exactly as the recipient will see it.

Using it on mobile

You can **insert and send** your signature from the coReel mobile app, but you **create and edit it on the web**. On mobile, when you send a video email you'll see a **Signature** control to choose **None**, **Gmail signature** (Gmail sends only), or **My signature**. To change what the signature says, open Settings on the web app.

Tips and best practices

- **Keep it short.** Two to four lines plus a small logo reads best in an inbox. Oversized signatures can look heavy on top of a video.
- **Host, don't paste.** Upload your logo with the Image button rather than pasting it in — that's what makes it display reliably in the recipient's inbox.
- **Use the table for image-left layouts.** Insert a table, put your image in the left cell and your text in the right cell for the professional side-by-side look.
- **Web-safe fonts only.** The font list is limited on purpose so your signature looks identical in every email app.

Troubleshooting

My image looks broken in the email I sent to myself as a test. Send a real test through the app rather than previewing a draft in isolation. Signature images are hosted on our servers and display in delivered inboxes; if a specific image won't load, re-upload it in the signature builder and save again.

I picked "My signature" on Gmail but it didn't change. Make sure you clicked **Save signature** in Settings first, and that your saved signature isn't empty. Then reopen the composer.

Can I have more than one signature? Not yet — you have one signature per account. You can still choose **None** or your **Gmail signature** per send.

The Image padding buttons aren't showing. Those controls only appear when an image is selected. Click your image first, then look at the end of the toolbar.