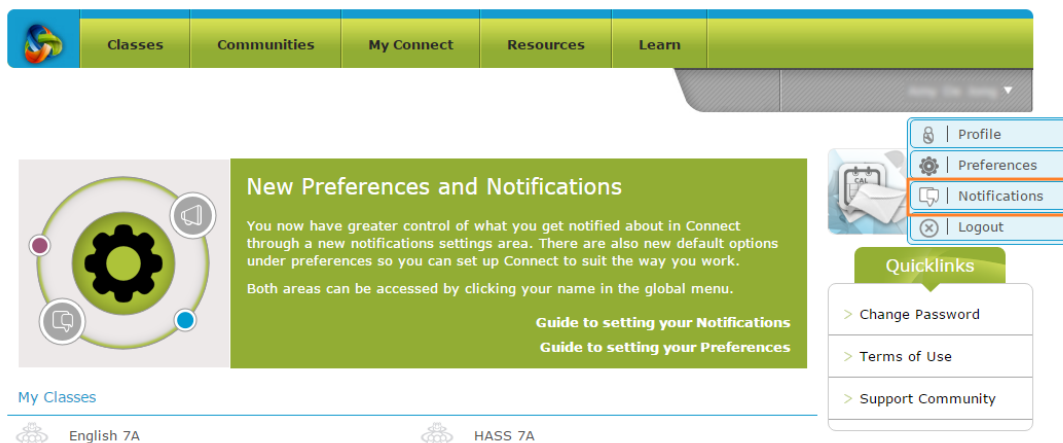


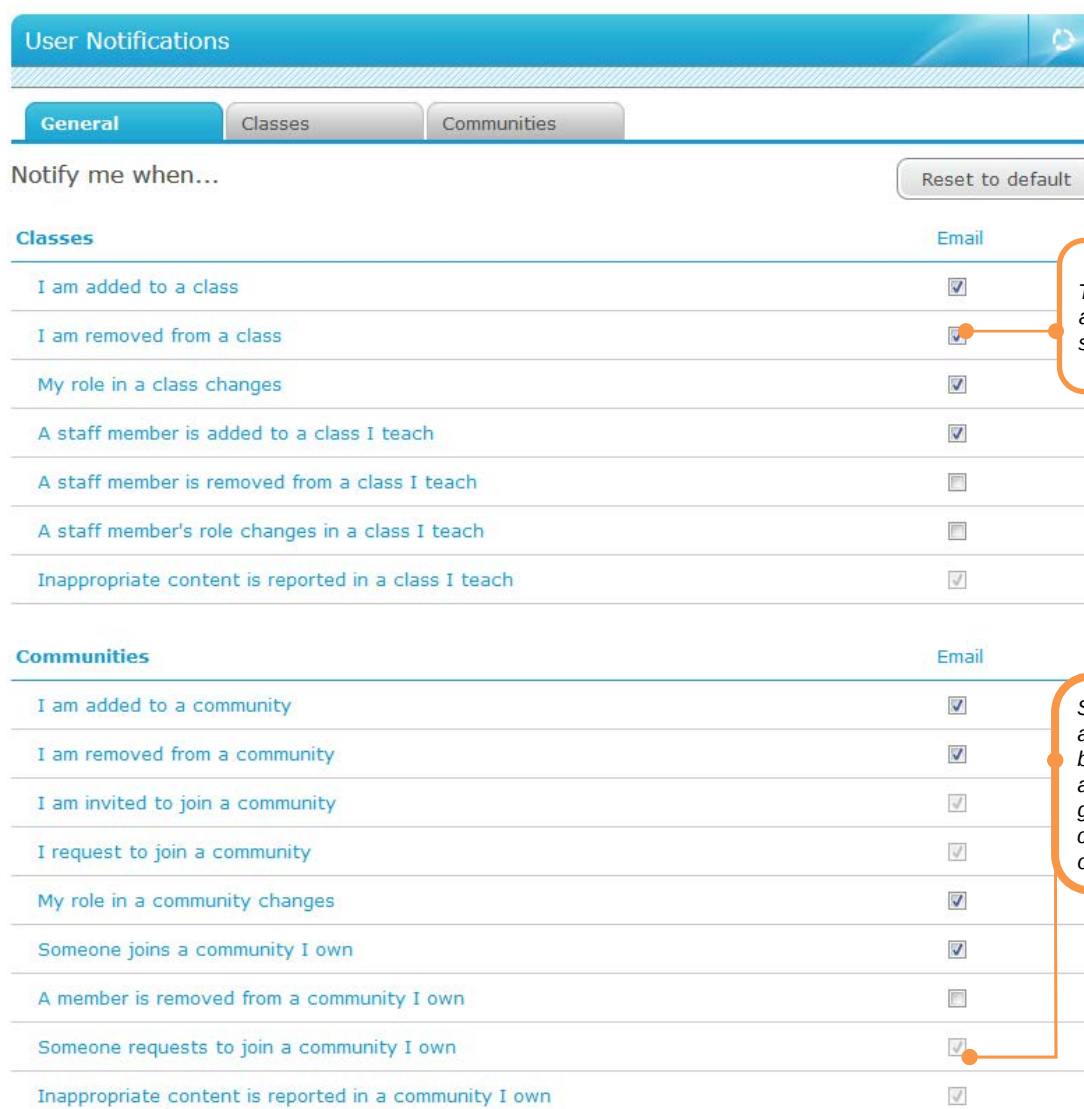
Guide to: [Setting Your Notifications.](#)

Connect users can manage when they would like to receive email Notifications about things that happen in Connect. Within User Notifications a user can manage General Notifications and personalise notifications for individual Classes and Communities (teachers and staff only)

Clicking on your name will give you options in My Account. Select **Notifications**



Set your personal notifications.



The screenshot shows the 'User Notifications' settings page. It has a blue header with the title 'User Notifications'. Below the header, there are three tabs: 'General' (selected), 'Classes', and 'Communities'. Under the 'General' tab, there is a section 'Notify me when...' with a 'Reset to default' button. Below this, there are two sections: 'Classes' and 'Communities'. Each section has a table with notification events and checkboxes to enable or disable notifications. The 'Classes' section has 7 rows, and the 'Communities' section has 9 rows. Some checkboxes are checked (indicated by a blue tick), and some are unchecked (indicated by an empty box). An orange callout box points to the 'I am removed from a class' row in the 'Classes' section, stating: 'Tick the box to get a notification when something happens.' Another orange callout box points to the 'Someone requests to join a community I own' row in the 'Communities' section, stating: 'Some notifications will always be sent to you by Connect. These are represented by a grey tick box and cannot be switched off.'

Classes	Email
I am added to a class	☒
I am removed from a class	☐
My role in a class changes	☒
A staff member is added to a class I teach	☒
A staff member is removed from a class I teach	☐
A staff member's role changes in a class I teach	☐
Inappropriate content is reported in a class I teach	☒

Communities	Email
I am added to a community	☒
I am removed from a community	☒
I am invited to join a community	☒
I request to join a community	☒
My role in a community changes	☒
Someone joins a community I own	☒
A member is removed from a community I own	☐
Someone requests to join a community I own	☐
Inappropriate content is reported in a community I own	☒

User Notifications : Classes

Classes allows you to set specific Notifications for individual classes.

Click the drop down arrow to access Notification options for a specific class.

User Notifications

General **Classes** Communities

Class	Teacher	Options
English 7A	Teacher	⌵
HASS 7A	Teacher	⌵
Zoology	Teacher	⌵

User Notifications

General **Classes** Communities

English 7A Teacher ⌵

Notify me when... [Reset to default](#)

Notices Email

A new Notice is created	☒
Someone posts to a Notice I'm following	☒

Discussions Email

A new Discussion is created	☒
Someone posts to a Discussion I'm following	☒

Submissions Email

Someone posts to a Submission's Class Discussion	☒
A student has been asked to resubmit work	☐
A student submits work to a Submission	☐
A student re-submits work to a Submission	☐

Tick the box to get a notification when something happens.

Untick the box for actions about which you don't want to be notified.

HASS 7A	Teacher	⌵
Zoology	Teacher	⌵

Note: Teachers and staff can also manage Notifications for individual Communities.