

Choose Notification Preferences

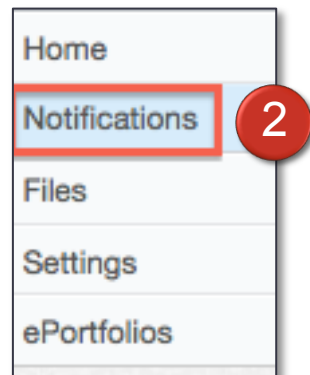
Notification Preferences will allow you to decide how and when you would like to be notified for upcoming events or activities. You may choose to receive a notification immediately, daily, or weekly via your email, text message, Facebook, or Twitter. However, you will need to add the contact method in your personal settings before setting up the Notification Preferences. (See **Adding Contact Information**)

To choose the way to interact with your preference systems:

- Step 1: Click on **Setting** in the upper right corner



- Step 2: Select **Notification Preferences** in the navigation menu



- Step 3.1: Select the method you would like to contact with
- Step 3.2: Click on the **notify me right away, send daily summary, send weekly summary, and do not send me any thing** to set up how soon you would like to be notified for coming events or activities

The image shows a screenshot of the 'Notification Preferences' table. A red box highlights the 'Send daily summary' row. A red circle with the number '3.2' is placed over the row. A red circle with the number '3.1' is placed over the 'Email Address' column header. The table has the following columns: Course Activities, Email Address, Email Address, Email Address, and Cell Number. The rows are: Course Activities, Due Date, Grading Policies, Course Content, Files, Announcement, Grading, Invitation, All Submissions, Late Grading, and Submission Comment.

Course Activities	Email Address	Email Address	Email Address	Cell Number
Due Date	Send daily summary <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input checked="" type="radio"/> Daily	<input type="radio"/> Daily	<input type="radio"/> Daily
Grading Policies	<input type="checkbox"/> Weekly			<input checked="" type="checkbox"/> ASAP
Files				
Announcement	<input checked="" type="checkbox"/> ASAP			
Grading <input type="checkbox"/> Include scores when alerting about grade changes.	<input checked="" type="checkbox"/> ASAP			
Invitation	<input checked="" type="checkbox"/> ASAP	<input checked="" type="checkbox"/> ASAP		
All Submissions		<input checked="" type="checkbox"/> ASAP		
Late Grading	<input type="radio"/> Daily	<input checked="" type="checkbox"/> ASAP		
Submission Comment <input type="checkbox"/> Mark new submission comments as read.	<input type="radio"/> Daily			