



## **Adjusting Email Notification Settings**

1. From your Rallyhood homepage, click "My Settings" on the left-hand menu **or** click the circle in the upper right-hand corner of the homepage and select "My Settings" from the drop-down menu.

🕸 rallyhood			(KG)
My Rallyhood My Messages	Kendall G's Rallies		My Rallyhood My Messages
My Calendar My Inbox	🕂 Start a Rally	C, Search R.	My Calendar
My Communities My Settings	6 9 9 6		My Inbox
Get Help	Woodmont Girl Scouts		Get Help Logout
	😤 2 Members		

2. Next, click on "Notification Settings."









3. From this page, you can customize your email notification preferences by selecting "On" or "Off" for each option.

We recommend selecting My Reminders, Daily Digest, and Notify Immediately.

\* If you are an Admin, Join Requested is also recommended.

	My Reminders - Reminders about events coming up on your calendar.			
	<b>Daily Digest</b> - Daily summaries about what is happening in your rallies.			
	Event Assignments - Notifications when an admin has assigned you to a signup or an event.   Notify Immediately - Urgent notifications from your rallies.   Invited - Alerts when you've received a new invitation.			
	Invitation Sent - Notifications when invitations have been successfully sent.			
	<b>Invitation Accepted</b> - Notifications when a friend has accepted an invitation.			
	<b>★</b> Join Requested - Notifications when someone has requested to join your rally.			
	Join Approved - Alerts when your request to join a rally has been accepted.   Content Shared - Notifications when someone shares your message.			
	CANCEL SAVE			
/ou can also merg	ge Daily Digest 🗸			
daily digests into one email per day	Merge digests into one email			
rather than one daily digest per rally.	CANCEL SAVE			

4. Click "Save" once you have completed your selections.