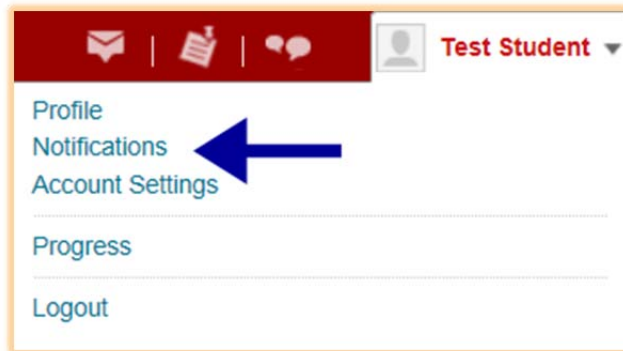


Creating Notifications (version 10.2)

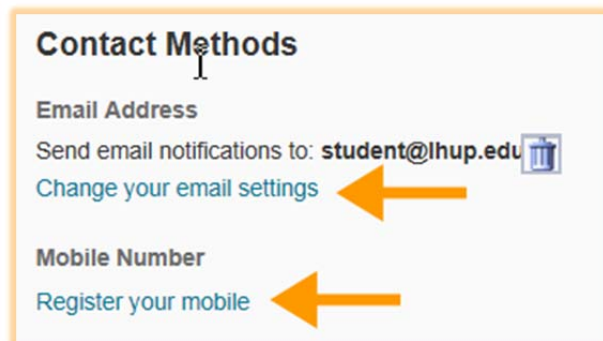
Creating Notifications within Desire2Learn

Desire2Learn's Notification tool allows users to receive instant notifications about course events, such as dropbox submissions, grades, discussion messages, and news updates. The tool also allows for a user to subscribe to summaries of course activities, received through email and/or cell phone messages. The documentation below demonstrates the process of changing notification settings.

To access the notifications tool click the **Notifications** link located in the user drop-down menu to the right of your name.



The default contact method is set to your system email (xxxxxx@lhup.edu) but can be customized by selecting **Change your email settings** and entering another e-mail address. It is also possible to register a mobile number to receive mobile alerts on your phone.



If you wish to receive updates via your mobile phone, click **Register your mobile** then select a **country** and a **carrier**, **enter your mobile number** and **Save**.

Register Your Mobile

Before you can receive text notifications, you must confirm your mobile device. Carrier charges might apply to text messages you receive. Check your phone/data plan.

Country *
-- Select A Country --

Mobile Carrier *
-- Select A Carrier --

Mobile Number *

Save **Cancel**

A registration confirmation code will be sent to your mobile device. Enter this code in the Confirmation Code field, click **Confirm**.

Mobile Number

A confirmation code was sent to your mobile device. Enter it in the field below.

Confirmation Code:

[Resend my confirmation code](#)

Confirm **Do this later**

A summary of D2L activity is available for all users who have subscribed to Notifications. You can choose to receive a summary daily or not at all. If you choose to receive daily be sure to choose a time as well. Remember to scroll down and select **Save**.

Summary of Activity

Email me a summary of activity for each of my courses.

How often?

Never

Summary of Activity

Email me a summary of activity for each of my courses.

How often? **At what time?**

←

Canada - Toronto

You are able to select which notifications you would like to have sent to you as well as whether they are sent via e-mail or SMS (mobile) or both. In addition, you may choose from several options when customizing your notifications. After customizing your options remember to **Save**.

Instant Notifications	Email	SMS
Discussions - new post in a forum, topic, or thread that I subscribed to in instan	<input checked="" type="checkbox"/>	
Dropbox - dropbox folder due date or end date is 2 days away	<input type="checkbox"/>	<input type="checkbox"/>
Grades - grade item released	<input type="checkbox"/>	<input type="checkbox"/>
Grades - grade item updated	<input type="checkbox"/>	<input type="checkbox"/>
News - item updated	<input type="checkbox"/>	<input type="checkbox"/>
News - new item available	<input type="checkbox"/>	<input type="checkbox"/>
Quizzes - quiz end date is 2 days away	<input type="checkbox"/>	<input type="checkbox"/>

Customize Notifications

- Include my grade value in notifications from Grades
- Allow past courses to send me notifications
- Allow future courses to send me notifications
- Allow inactive courses to send me notifications

If you wish to exclude certain courses from sending updates, click **Manage my course exclusions**. Click the “X” by the course (courses) you would like to exclude and select **Close**.

Exclude Some Courses

You currently have no courses excluded. [Manage my course exclusions](#)

↑