

# DAIMLER TRUCK

## (De-)Activate Email Notification

### How to Subscribe to Notification Emails

Notification emails are an important tool to stay informed about events in the work environment.

#### Step 1:

To subscribe to notification emails, open the **Settings for Suppliers/Carriers** app in the **Personal Settings** section.

This function allows users to activate or deactivate notification emails from various applications on an individual basis.

#### User Self Service

##### Supplier Preference

316

##### Carrier Preference

34

#### Step 2:

The overview displays the available notification emails.

#### Notification Preference

ASN Error:

✓ Yes

ASN duplicate Consignment:

✓ Yes

Debit Process:

✓ Yes

Statement Decision:

✓ Yes

ASN Hierarchy Error Consignment:

✓ Yes

Manually Recorded Delivery Notes:

✓ Yes

Statement:

✓ Yes

By selecting the checkbox, individual notification emails can be subscribed to.

Click **Save** to apply the settings.

The selected notification emails will then be sent to the stored email address when the respective event occurs.

✓ Yes

**Note:** By default, all notification emails are initially subscribed.

#### Step 3:

If a notification email should no longer be received, it can be deselected via the checkbox and saved accordingly.

✗ No