En-/Disable notification e-mails

How to subscribe to notification e-mails?

IBL
▼ user data
Personal settings (I002)
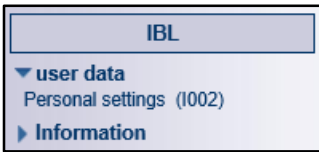▶ Information

Step 1: To subscribe to **notification e-mails**, open the **Personal Settings (I002)** function in the User Data section.

This function can be used to (de)activate user-related notification e-mails of the various applications.
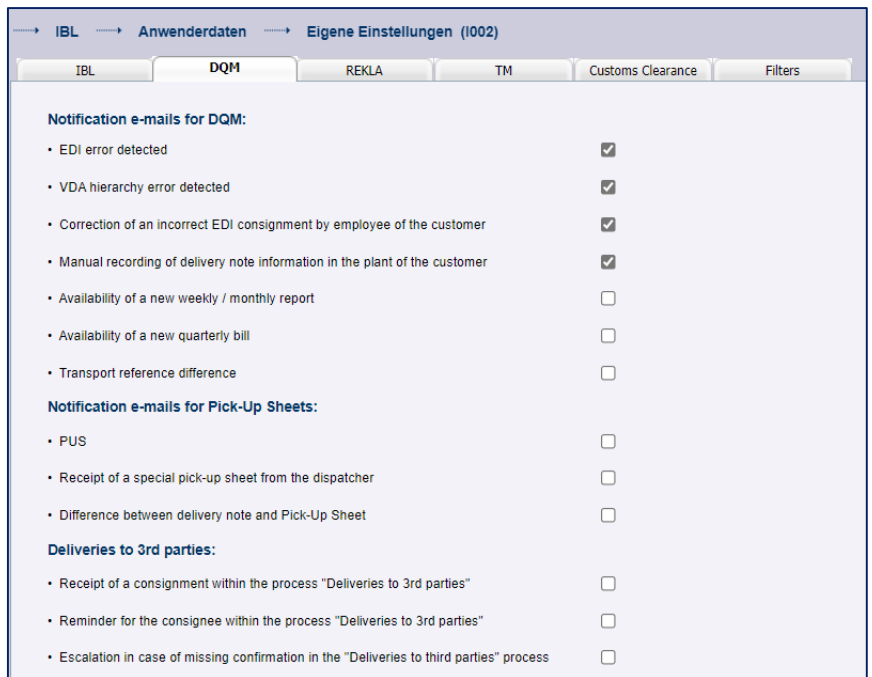
Step 2: A list of available notification e-mails is displayed in different tabs per application.

By **selecting the checkbox**, the individual notification e-mails can be subscribed to. ☑

With a click on **Save** afterwards, the settings are applied.

The selected notification e-mails will then be sent to the stored e-mail address(es) displayed below the list when the respective event occurs.

Notice: Subscription to certain notification e-mails is preset.

IBL → Anwenderdaten → Eigene Einstellungen (I002)

| IBL | DQM | REKLA | TM | Customs Clearance | Filters |

Notification e-mails for DQM:

- EDI error detected ☑
- VDA hierarchy error detected ☑
- Correction of an incorrect EDI consignment by employee of the customer ☑
- Manual recording of delivery note information in the plant of the customer ☑
- Availability of a new weekly / monthly report ☐
- Availability of a new quarterly bill ☐
- Transport reference difference ☐

Notification e-mails for Pick-Up Sheets:

- PUS ☐
- Receipt of a special pick-up sheet from the dispatcher ☐
- Difference between delivery note and Pick-Up Sheet ☐

Deliveries to 3rd parties:

- Receipt of a consignment within the process "Deliveries to 3rd parties" ☐
- Reminder for the consignee within the process "Deliveries to 3rd parties" ☐
- Escalation in case of missing confirmation in the "Deliveries to third parties" process ☐

Step 3: If a notification e-mail is no longer to be received, it can be deselected via the checkbox. ☐
After saving the settings, the sending of the respective notification e-mails will be stopped again.

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- Notification e-mails are an important tool for drawing attention to events in the work environment.

- Proactive monitoring of the processes in the IBL is nevertheless mandatory!

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