

## **Sync Alert Option**

v1.0



## **New feature: Sync Alerts**

We are happy to announce a new feature that allows you to receive alerts in regards to errors in your sync process.

Here is how you go about setting this up:

- Your user must have "Allow Portal Access"
- Login to the Exigo Portal
- Click on "Sync Management" on the left navigation menu.
- Click "Sync Alert Opt-in". This will give you a list of your enabled sync servers.
- Click "Edit" on the server you wish to receive alerts on.
- Check the "Opt-in to receive Sync Alerts" checkbox.
- Add your desired email addresses to the "Email Address" field.
- Save changes.

If someone would like to opt out of these alerts, simply remove them from the list, or uncheck the Opt-in checkbox to completely disable this feature.

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