



# Manual notifications

For all users of the IEC Collaboration Tools (CTS)

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1.0	IT	2016-08-16 Creation

## 1 Description

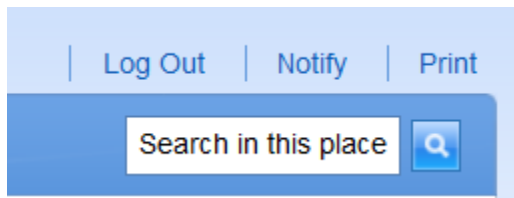
We added a minor improvement to Collaboration Tools notifications on 2016-04-11 after the default notifications have been refused by some mail servers.

The places impacted are

- IEC
- ISO/IEC
- IECEE / IECRE
- IECQ
- NC Mirror Committees
- AFSEC
- COPANT
- CIE
- CENELEC

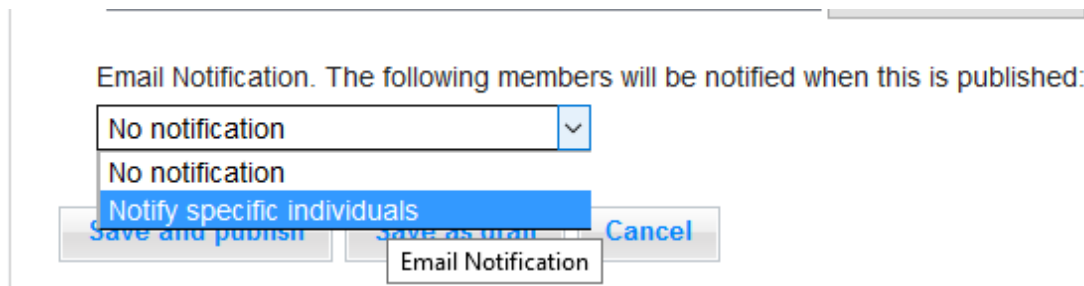
## 2 Procedure

As a result, the full list of recipients will no longer be shown in the mail header of notifications sent manually using **Notify**.



The option "Notify all members" during document save is also no longer available and the option still can be done like follow:

- Select Notify **specific individuals**





# IT Procedure

- Click on:

**Notify**

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You can send email with a link to the previous screen you were just reading by filling in the information below.

From: ADMIN

**To:**

Subject:

Comment:

- Choose All Members of this Room

**Member List**

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Check any members whom you would like to notify and then click the **Next** button below.

All Members of this Room (group list)

ADMIN

This procedure can also be found in [Helpdesk Information & Guide](#).