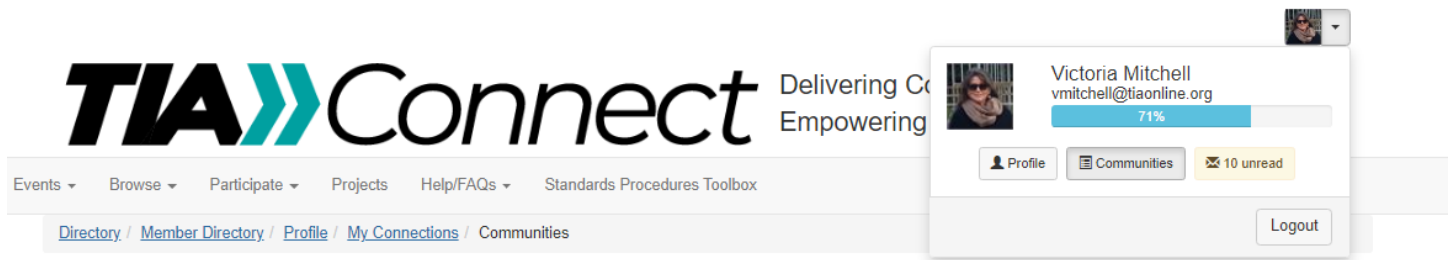


## Setting Your Email Delivery Preferences

TIA Connect allows you to set, individually, how frequently you receive emails from each committee to which you belong. You'll also see email referred to as "Discussion Posts".

### Setting Your Preferences

After logging into TIA Connect, you'll see (in the top, right-hand corner) a down arrow next to your picture (or an avatar if you haven't uploaded your picture). Click on the [Communities](#) button.

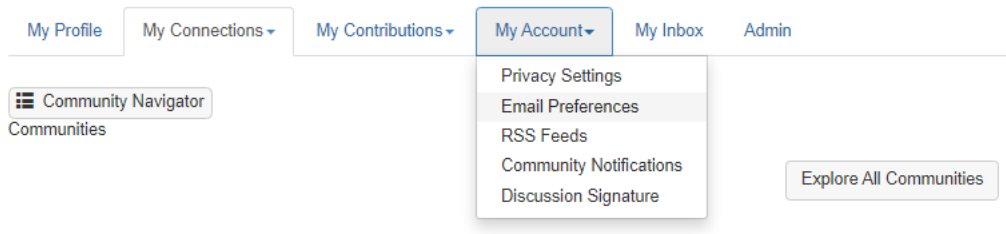


Select the [Email Preferences](#) option from the [My Account](#) tab.

### Victoria Mitchell

Director, Global Standards Programs, Telecommunications Industry Association

10 new messages



The first screen to display control the overall receipt of emails.

# Setting Your Email Delivery Preferences

---

## Email Preferences

In addition to [community notifications](#), other messages are routinely sent to users. These messages -System, Community, Participation, and Promotional - will always be sent to your [profile inbox](#). By default, they are also emailed to your preferred email address. Select "no" below to opt-out of receiving certain emails per your preferences. You will always receive these messages in your profile inbox regardless of these settings.

Email notifications and communications will be delivered to the email address below.

[vmitchell@tiaonline.org](#) [Change](#)

### System Emails

☒ Yes

Emails required to confirm user participation. Users cannot opt-out of these emails.

### Community Emails

☒ Yes

Emails typically sent from Community Admins or the Community Manager via automation rules (ex: moderation notifications, Component Manager emails). Some automation rules-based emails may be in other categories. By default, you receive Community emails from all your Communities unless you explicitly opt-out.

[Manage Opt-out List](#)

**NOTE:** Discussion and consolidated digest settings are on the [Community Notifications](#) page.

### Participation Emails

☒ Yes

Emails reflecting one-on-one interactions (ex: reply to sender, contact requests, @mentions, real time notifications).

### Promotional Emails

☐ No

Emails that promote the outcome of purchase (ex: purchase the book of an annual conference speaker).

The [Community Notifications](#) link, under the Community Emails section, will take you to the area that allows for committee-by-committee email settings.

## Setting Your Email Delivery Preferences

### Community Notifications

Community notification will be delivered to your primary address:

vmitchell@tiaonline.org

To receive specific community notifications at an address other than your primary, set override(s) where desired.

#### Daily Consolidated Community Digest: ?

Deliver to your primary address.

#### Discussion Email: ?

You have no override email addresses for discussion emails. [add override addresses](#)

### Notification Settings

☐ No Automatically set community discussion emails to "No Email" when a community is added to a consolidated digest.

22 Communities

Community Name A-Z ▾

| Community  | Discussion Email | Consolidated Daily Digest |
|--|------------------|---------------------------|
| <a href="#">* TIA Standards Work Area</a>                        | Real Time ▾      | <input type="checkbox"/>  |
| <a href="#">Edge Data Centers</a>                                | Daily Digest ▾   | <input type="checkbox"/>  |
| <a href="#">P25 Committee</a>                                    | Real Time ▾      | <input type="checkbox"/>  |
| <a href="#">Smart Buildings test committee</a>                   | No Email ▾       | <input type="checkbox"/>  |
| <a href="#">TR-60 ICT Lifecycle Management</a>                   | Real Time ▾      | <input type="checkbox"/>  |
| <a href="#">TR-8 Mobile and Personal Private Radio Standards</a> | Real Time ▾      | <input type="checkbox"/>  |
| <a href="#">TR-8.1 Equipment Measurement Procedures</a>          | Real Time ▾      | <input type="checkbox"/>  |

### Notification Settings

The drop-down list under the Discussion Email column sets how often you want to receive emails sent to the committee.

**Real-Time** – receive the emails when they are sent.

**Daily Digest** – emails sent during the day are consolidated into a single message, delivered to you each morning.

**No Email** – you are a member of the committee but do not wish to receive emails sent to the group.

By checking the checkbox under the Consolidated Daily Digest, you receive one email of **all** the activity that occurred on the previous day, including: documents uploaded, announcements and events.