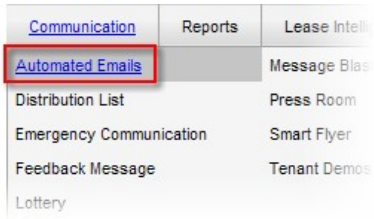
Scheduler Automated Email Settings

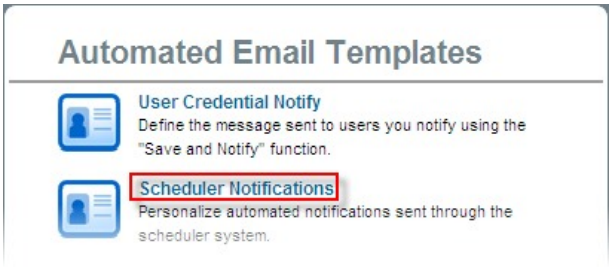
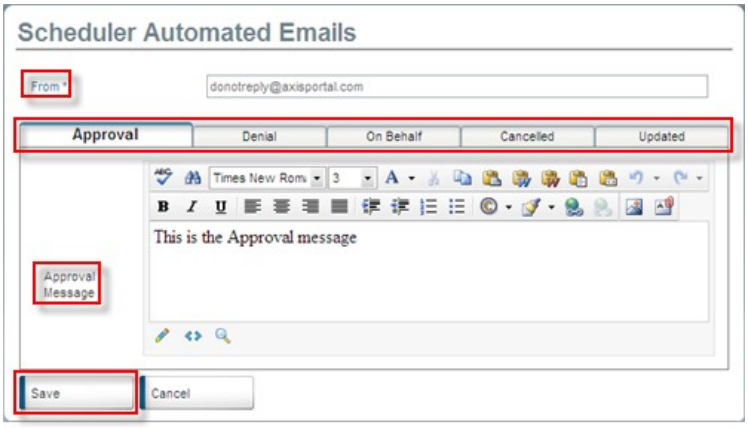
Customize Scheduler Automated Notification Settings:

In this section, you can personalize automated emails sent to tenants requesting use of property resources depending on your **Approval**, **Denial**, **On Behalf**, **Cancellation**, or **Update** choices. To manager other functions of the Scheduler System refer back to **Schedulers**.

1. Click on *Control Panel > Communication > Automated Emails*



2. Click on the **Scheduler Notifications** link.



3. Select the **Approval**, **Denial**, **On Behalf**, **Cancelled**, or **Updated** tabs; and enter an appropriate message for each into the RadEditor.
4. Click **Save**.