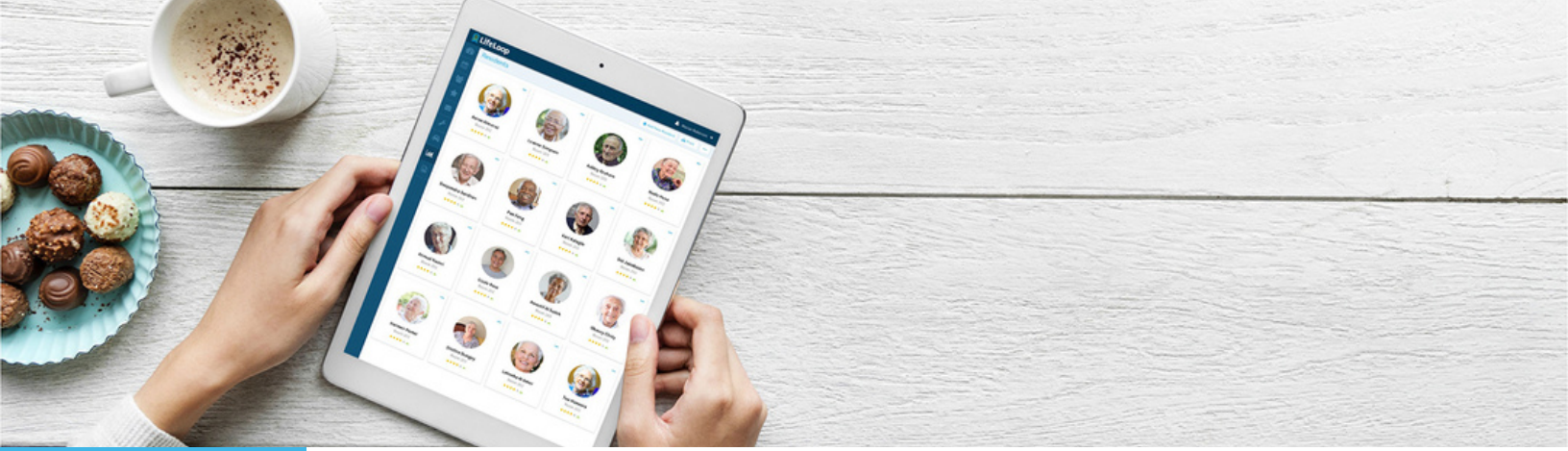


CONNECTIONS NOTIFICATIONS

Understanding LifeLoop
notifications and how to manage them



INDEX



Notification Types


Managing Notification Preferences

Notification Explanations

NOTIFICATION TYPES



IN APP

Receive LifeLoop notifications within the LifeLoop notification bell. 



TEXT MESSAGE

Receive LifeLoop notifications to your mobile device.



EMAIL

Receive LifeLoop notifications to your email inbox.

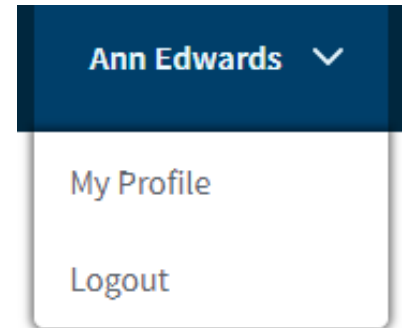
Notifications

	IN APP	TEXT	EMAIL
Anniversary Reminder	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Birthday Reminder	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
New Activity Note	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
New Family Photo	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
New Resident Connection	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

MANAGING NOTIFICATION PREFERENCES

STEP 1

Locate your profile in LifeLoop by clicking [your name](#) at the top and selecting My Profile.



Profile

Notifications

Account

STEP 2

Select the [Notifications](#) tab from the profile options on your left.

STEP 3

If you would like to receive notifications to your mobile phone via text message input your cell-phone number in the [Text Phone](#) box.

Text Phone

(xxx) xxx-xxxx

MANAGING NOTIFICATION PREFERENCES

STEP 4

For each notification check the box indicating how you would like to receive it: in app, text or email.



Notifications

	IN APP	TEXT	EMAIL
Anniversary Reminder	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Birthday Reminder	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Messages			
↳ Messages - New Announcement	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
↳ Messages - New Message	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

STEP 5

Once you have selected your preferences for each notification, click the green [save notificaitons](#) button at the bottom of your screen.

Save Notifications

NOTIFICATIONS EXPLAINED

BIRTHDAYS & COMMUNICATION

ANNIVERSARY & BIRTHDAY REMINDER

Notifies you on the day of your loved ones birthday and wedding anniversary (If inputted in LifeLoop).

MESSAGES - NEW ANNOUNCEMENT

Receive announcements from your community. *Email notification recommended.

MESSAGES - NEW MESSAGE

Notifies you that you have been sent a message in LifeLoop.

MESSAGES - NEWSLETTER PUBLISHED

Notifies you that a newsletter has been uploaded to LifeLoop by your community.

MESSAGES - WEEKLY SUMMARY

A weekly email summarizes your loved ones week. Email is the only way to receive this notification. You may opt out by unselecting this option.

NOTIFICATIONS EXPLAINED

TRANSPORTATION & WORK REQUESTS

TRANSPORTATION - NEW COMMENT

Notifies you that there is a new comment on one of your loved ones scheduled transportation trips.

TRANSPORTATION - STATUS CHANGE

Notifies you of any changes to the status of requested transportation trips (approved, denied, cancelled).

WORK REQUEST- NEW COMMENT

Notifies you that a comment has been left on a work request ticket.

WORK REQUEST- STATUS CHANGE

Notifies you of any changes to the status of work request tickets (in progress, completed, cancelled).

***Connections will only see requests and the status if they were input by the connection.**

THANKS FOR LEARNING!

IF YOU HAVE ANY ADDITIONAL QUESTIONS
YOU CAN CONTACT US IN ANY OF THE
FOLLOWING WAYS.



VISIT OUR LEARNING COMMUNITY

<https://ourlifeloop.com/training>

Password: intheloop

or

Clicking the  in LifeLoop.



EMAIL

support@ourlifeloop.com



PHONE

402-915-3860