Admin User Guide – Notification

▯ Overview – Getting Started

Accessing the Notifications Console [#Access]

The Notification microservice ("Notification") sends email and short message service (SMS) or text notifications, integrating events between Skava Commerce microservices and third-party services. Notification can be used to create and manage specific actions for any events that can be triggered in other microservices.
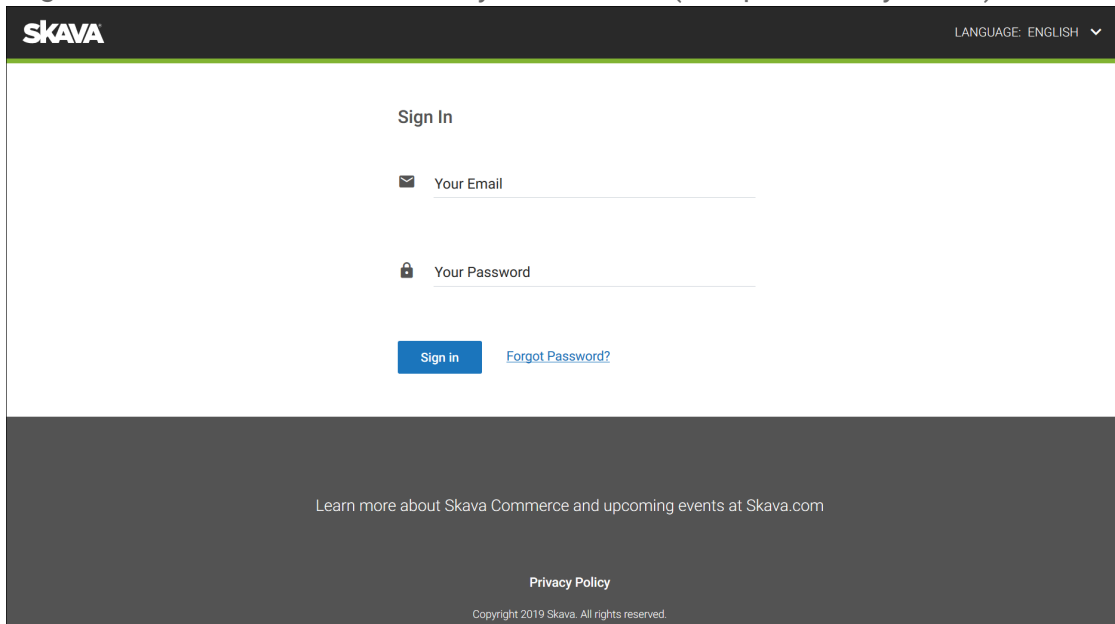
For a detailed overview of the **Notification** microservice, see the Notification Microservice Overview [https://developer.skava.com/microservices/notification/] .
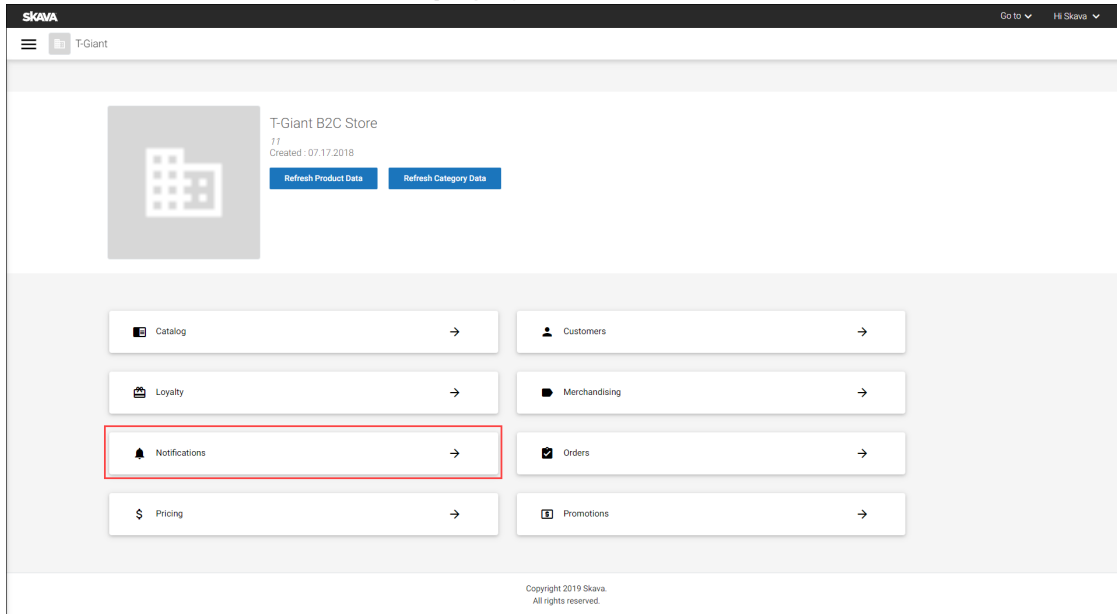
▯ Accessing the Notifications Console

Overview – Getting Started [#overview] | Notifications Page [#NotificationsPage]

To access the Notification console,

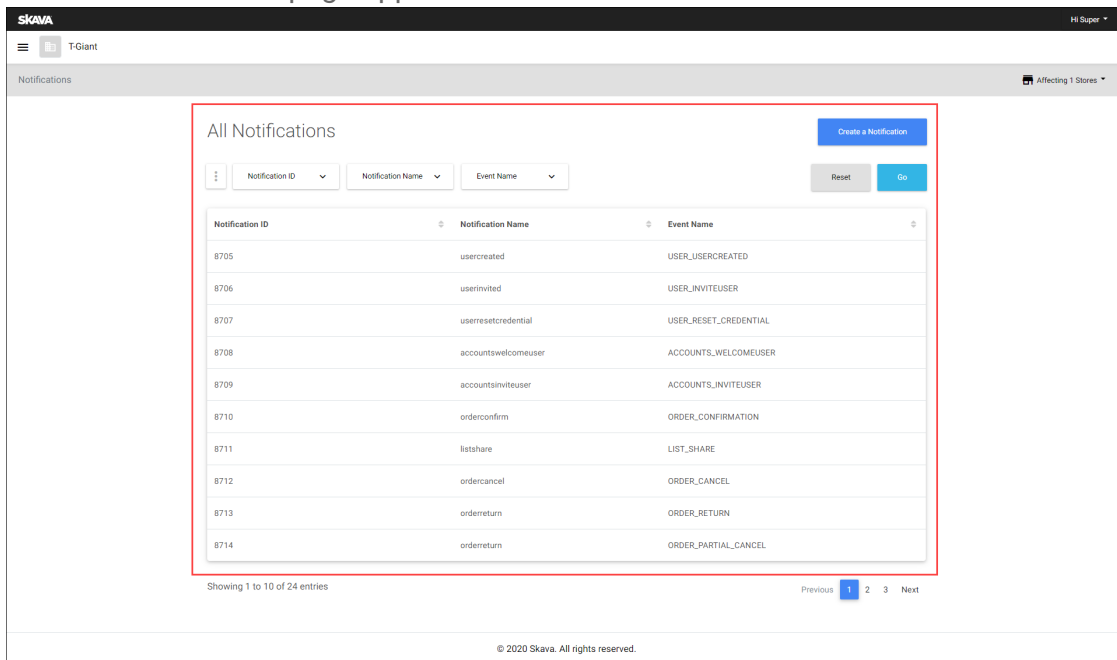1. Login to the **Foundation** service for your **business** (URL provided by Skava).

2. Click **Notifications** in the **StoreOps** page.

The **All Notifications** page appears:

☐ Notifications Page

Accessing the Notifications Console [#Access] | Revision History [#RevisionHistory]

In the Notifications page, you can:

- search for notifications [#Search]

- create a notification [#CreateNotification]

- view or edit an existing notification [#EditNotification]

- sort the **Notification ID**, **Notification Name**, and/or **Event Name** by ascending/descending order.

Note:

- Pagination option appears in all screens that contain the notification information.
- To navigate to the next page, click **Next**.
- By default, 10 rows per screen will be displayed.

Configuring Search Parameters

In the **Notifications** page, you can search for notifications, modify the search fields in the header, and modify the appearance of the notifications rows per screen.

[] Searching for Notifications

To search for subscription request,

1. Click the **Notification ID**, **Notification Name**, and/or **Event Name** drop-down option in the header to open an **entry field** to provide search criteria.
   Note: For displaying a predefined number of notifications per screen, see Selecting

Predefined Rows.

2. Enter the desired search criteria in the search field, and then click **Go**.
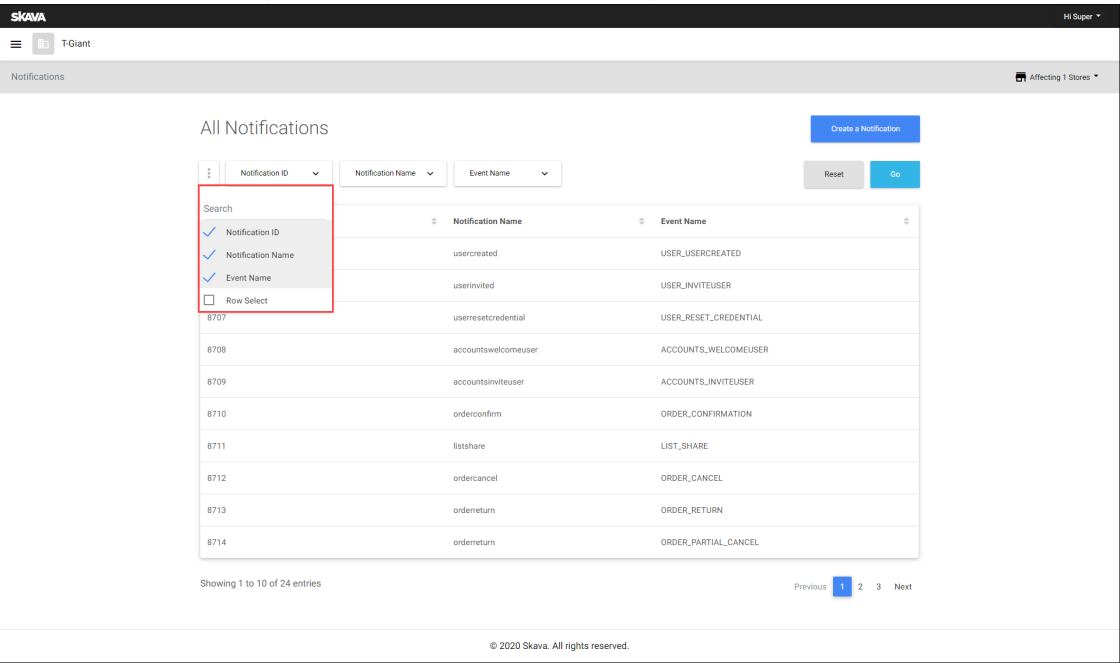
The notifications that match the search criteria appear:
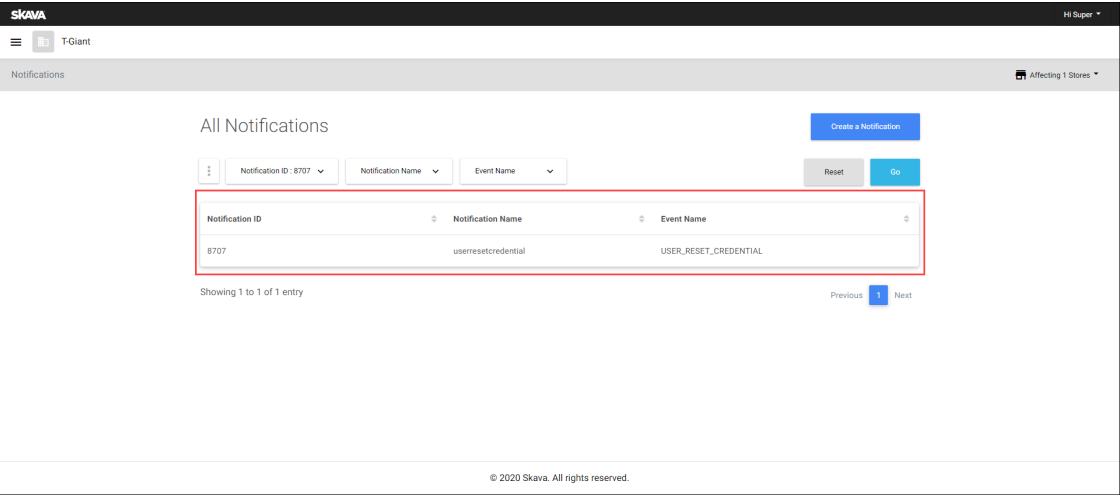
Modify Searchable Fields

To modify the searchable fields,

1. Click the vertical ellipse available at the beginning of the search field.

2. Select or deselect the items to add or remove the searchable fields in the header. The selected or deselected searchable fields appear in the header:

3. Click the **Go** button. The selected rows of notifications appear in the screen.
   Note: To reset the search field in the header, click the **Reset** button.

[] Selecting Predefined Rows

By default, 10 notifications per screen will appear, but the number of notifications per screen can be modified as follows:

1. Click the vertical ellipse available at the beginning of the search field.
2. Select **Row Select**. The **Row Select** appears as part of the search criteria.

3. Select **10 Rows**, **25 Rows**, or **50 Rows** from the drop-down list.

[] Creating a Notification

To create a notification,

1. Click the **Create a Notification** button.

The **Create** page appears:
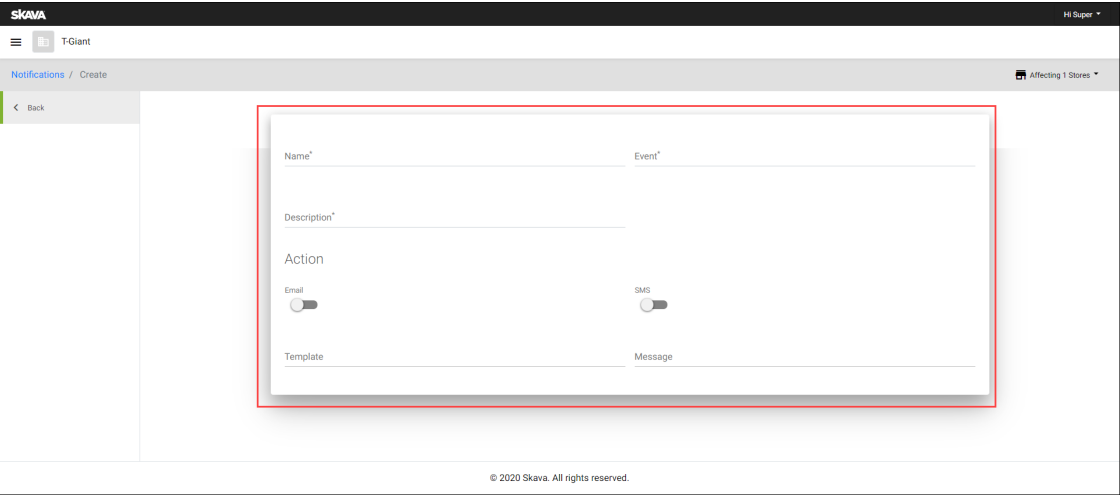
2. In the **Create** page, enter or select the required information:
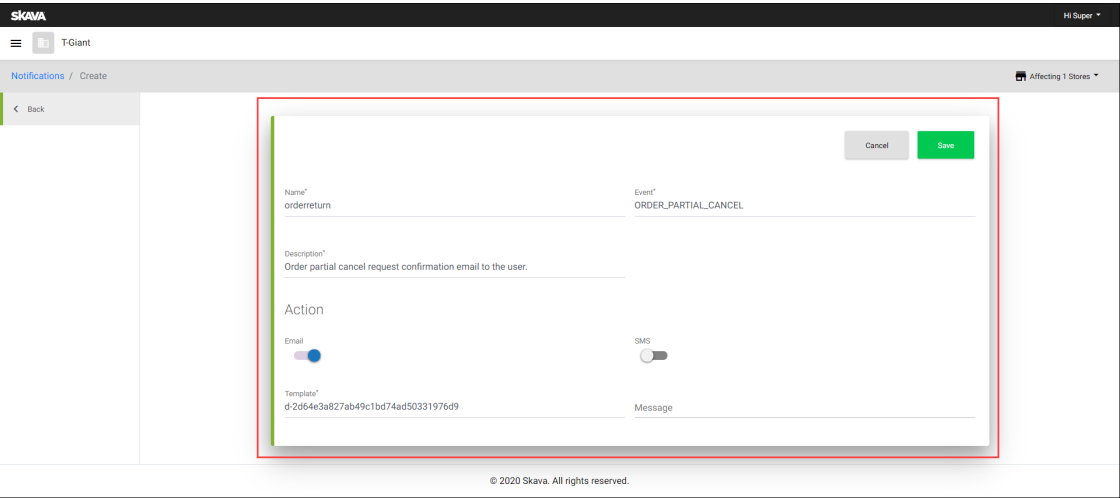
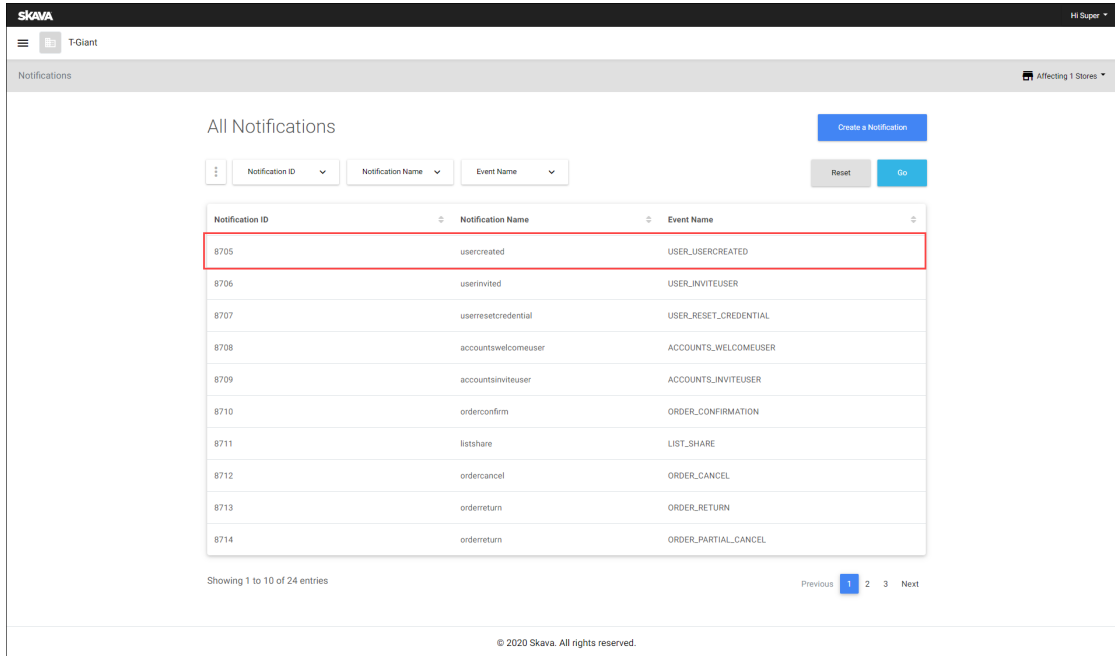| Field	Description
Name	Enter the name of the notification.
Event	Enter the appropriate event name for the notification.
Description	Enter the relevant description.
Action	Select the action for the notification. The actions are: • **Email** – enable the toggle to send the notification via an email. • **SMS** – enable the toggle to send the notification via a SMS. You can enable Email and/or SMS action.
Template	When the action is selected as **Email**, the **Template** field is enabled. You can add the email template in this field for the notification.
Message	When the action is selected as **SMS**, the **Message** field is enabled. Add the SMS template in this field for the notification.

3. Click the **Save** button. The newly created notification appears in the **Notifications** page.
   Note: To discard the changes, click **Cancel**.

[] Viewing or Editing a Notification

To view and/or edit a notification,
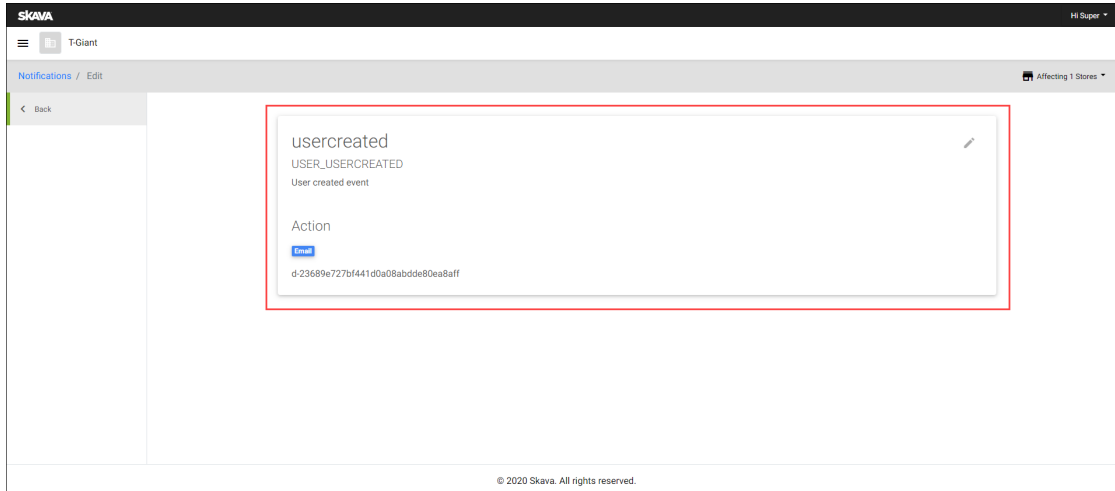
1. Click the desired notification row.

The **Edit** page appears:

2. Click the edit icon.

3. Update the necessary notification details.
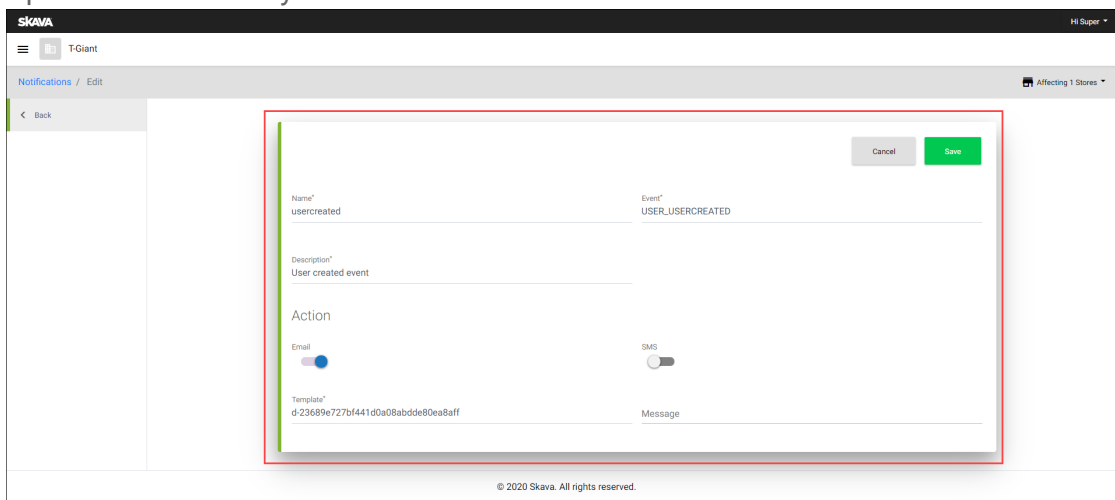
4. Click the **Save** button. The notification details are updated.
   Note: To discard the changes, click **Cancel**.

<p align="center">Notifications Page [#NotificationsPage] | top [#top]</p>

[] **Revision History**
2020-04-23 | AM – Revamped this document.
2020-03-28 | AM – Minor copyedit.
2019-09-20 | AN – Content updated for September 2019 release.
2019-07-12 | AN – Content updated for July 2019 release.
2019-06-10 | PLK – Minor copyedits.
2019-05-08 | AM- Minor copyeditor copyedit.
2019-05-04 | PLK – Content uploaded. TOC and links added.