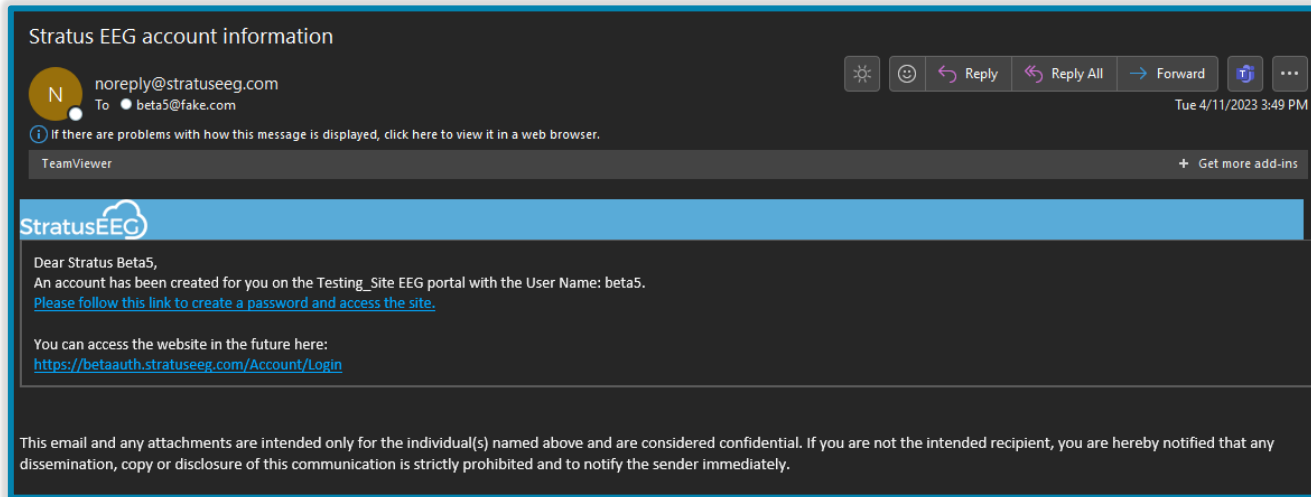


# AUTOMATED EMAILS

## Welcome Email & Assigned Exam Notifications Emails



### Welcome Email:

- When a user is added, the new user will receive a welcome email from the system stating the URL to the service, username, and a link to reset their password.

### Email notifications on assigned exams:

- When an exam is assigned to a user, a notification email is sent to the user. The email contains a link to the Patient folder containing the exam.
- Users can manage their email preferences by selecting or deselecting the **“Receive email notifications”** checkbox in their **My Settings** tab.

1. Click the **My Settings** tab
2. Click the **Receive email notifications** checkbox to enable the email notifications feature. (e.g., when an exam is assigned to you, etc.)
3. Click the **Save** button

