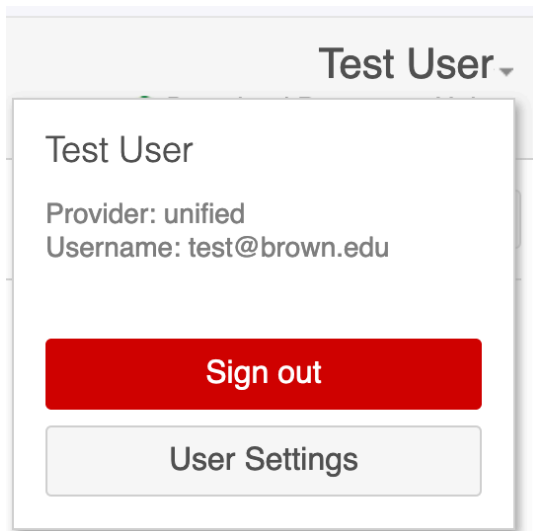


## Turn on/off Panopto email notifications on user account

Kyle Sloane - 2021-06-03 - Comments (0) - Panopto

Some folders and courses may have automatic email notifications sent to users when content is added or edited. All users have the option to turn off email notifications on their Panopto account.

1. Log in to [brown.hosted.panopto.com](https://brown.hosted.panopto.com) with your Brown username.
2. Click on your name in the top right corner, and select **User Settings**



3. In the Info tab there is an option to turn on/off *Email me when sessions finish processing*.

### User Settings

<b>Info</b>	<b>Contact Information</b>
Access	First name <input type="text" value="Test"/>
Groups	Last name <input type="text" value="User"/>
Preset	Email <input type="text" value="testuser@brown.edu"/>
API Clients	Options <input type="checkbox"/> Email me when sessions finish processing.
	<input type="button" value="Update Contact Info"/>

Having this option checked will allow emails to be sent to the listed email address on the account, unchecking this will disable all emails from the Panopto system.

Contact [media\\_services@brown.edu](mailto:media_services@brown.edu) with any questions.