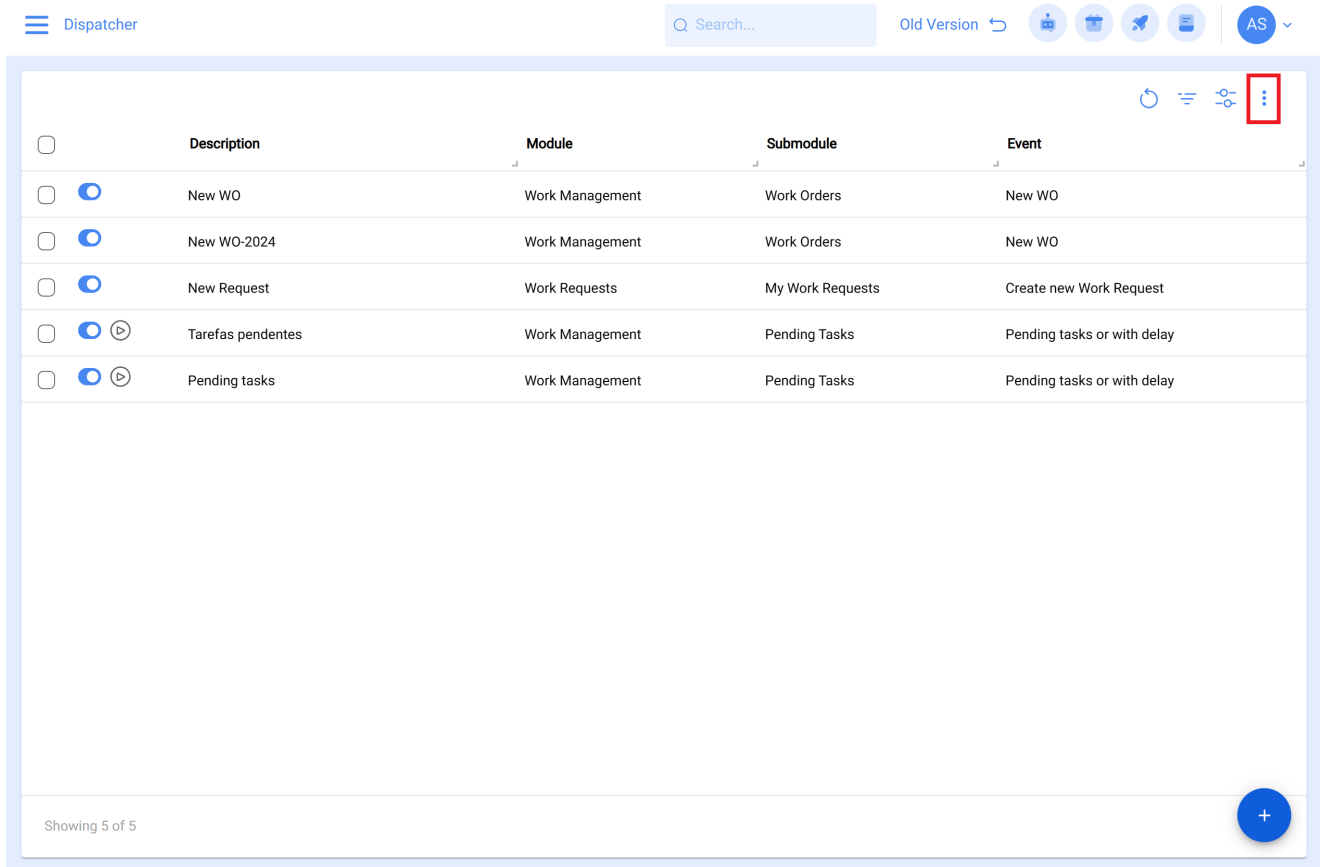


# What are notification groups and how to add them?

[help2.fractal.com/hc/en-us/articles/24943591960461-What-are-notification-groups-and-how-to-add-them](https://help2.fractal.com/hc/en-us/articles/24943591960461-What-are-notification-groups-and-how-to-add-them)

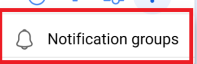
Notification groups are a list of predefined emails that can be used to send bulk notifications based on pre-defined rules.

To add a notification group, you must click on the “more” button which you’ll find in the upper right corner of the dispatcher module and select the “Notification group” option.



The screenshot shows the Dispatcher module interface. At the top, there is a search bar, a link to 'Old Version', and several utility icons. The main content is a table with the following columns: Description, Module, Submodule, and Event. The table contains five rows of notification groups. A red box highlights the 'more' button (three vertical dots) in the top right corner of the table area. At the bottom left, it says 'Showing 5 of 5', and at the bottom right, there is a blue circular button with a plus sign.

	Description	Module	Submodule	Event
<input type="checkbox"/>	New WO	Work Management	Work Orders	New WO
<input type="checkbox"/>	New WO-2024	Work Management	Work Orders	New WO
<input type="checkbox"/>	New Request	Work Requests	My Work Requests	Create new Work Request
<input type="checkbox"/>	Tarefas pendentes	Work Management	Pending Tasks	Pending tasks or with delay
<input type="checkbox"/>	Pending tasks	Work Management	Pending Tasks	Pending tasks or with delay

<input type="checkbox"/>	Description	Module	Submodule	Event	
<input type="checkbox"/>	New WO	Work Management	Work Orders	New WO	
<input type="checkbox"/>	New WO-2024	Work Management	Work Orders	New WO	
<input type="checkbox"/>	New Request	Work Requests	My Work Requests	Create new Work Request	
<input type="checkbox"/>	Tarefas pendentes	Work Management	Pending Tasks	Pending tasks or with delay	
<input type="checkbox"/>	Pending tasks	Work Management	Pending Tasks	Pending tasks or with delay	

Showing 5 of 5

Then a window will emerge where you can edit or modify the existing groups (if they exist) or add a new one. Then, you'll just need to click on the add or edit option to display the description fields (group name) and emails of the people that compose said notification group.

Search...

Module	Sous modul
Work Management	Work Orders
Work Requests	My Work Re
Warehouses	Stock
Work Management	Work Orders
Settings	Document M

← NOTIFICATION GROUPS



No data to show with these parameters



Showing 0 of 0

**Note:** After making any kind of edit, make sure you save your changes to implement them.