



Notification Settings

You can configure your alert preferences in the notification settings. You can customize your notifications for schedule update, time-off, open shifts, and more. The different types of notifications are:

- **Email Notifications** - Email notifications will be sent to the email address provided in the profile.
- **Text Notifications** - Text notifications will be sent to your mobile number provided in the profile.
- **Push Notifications** - We'll send push notifications to the app. You need to download and log in to the app to receive the push notifications.

To configure your notification preferences from your **Computer**:

1. Log in to your Zoho Shifts account.
2. Select your **Profile Icon** in the top-right corner.
3. Select **Notification Settings**.
4. Choose your preferences and select **Save**.

To configure your notification preferences from your **Mobile**:

1. Log in to your Zoho Shifts account.
2. Tap **More** in the bottom-right corner.
3. Tap **Notification Settings** from the list.
4. Choose your preferences and Tap **Save**.