



System: Notifications

We will provide an overview of all available notifications from the System application.

In a future version, the applications included here, e.g. documents, will be moved to their own section rather than appearing listed in System.

Templates for each language can be viewed and [edited](#) from **Admin > System > Localisation > Edit templates > System**.

Admin

Admin > System > Localisation > Edit notifications > **System (English)**

Edit English Notifications for "System"

Select a template to localise

admin.test_message	comments.new_comment
comments.new_like	common.class.ermis_schedule
common.password_policy	common.password_recovery
common.user.account_frozen	common.user_model.profile_outdated
common.webmail_functionsreceipt_confirmation	courses.course_members
courses.courses_course.admin	courses.courses_course.edit
courses.courses_course.view	courses.courses_function.edit
courses.courses_function.view	courses.view_course_include.submit
courses.view_course_include	endorsements.user_endorsed
forum.edit_msg.new_topic	forum.edit_msg.reply
forum.forum_add_cat.subscribed_cat	forum.forum_function.category_users.notification_resp
forum.forum_function.category_users	forum.forum_function.reply_users.notification_resp
forum.forum_function.reply_users	forum.forum_function.thread_users.notification_resp
forum.forum_function.thread_users	forum.forumadmin.subscribed_forum
notification.doc.action_change	notification.doc.action_content_change
notification.doc.action_delete	notification.doc.action_undelete
notification.folder.action_change	notification.folder.action_content_add_doc
notification.folder.action_content_add_folder	notification.folder.action_content_change_doc
notification.folder.action_content_delete_doc	notification.folder.action_content_delete_folder
notification.folder.action_content_undelete_doc	notification.folder.action_content_undelete_folder
notification.folder.action_delete	notification.folder.action_undelete
notification.system.license_limit_reached	share.link
surveys.reminder	

Notification not sending?

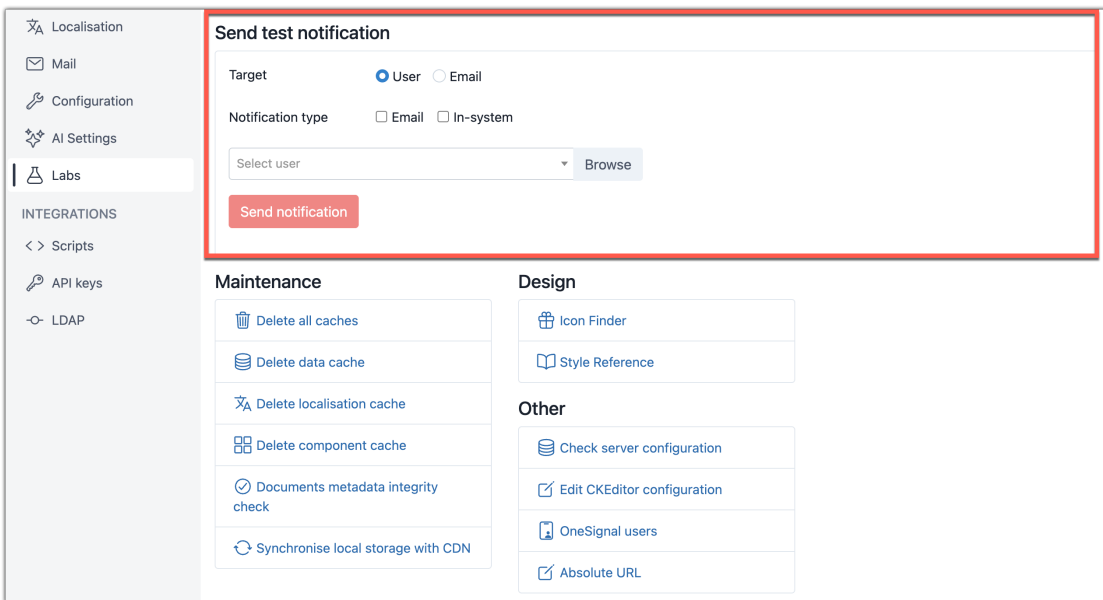
Remember: The type of notification received by users, e.g. email, in-system, none, etc will depend on their preferences as outlined [here](#).

If a notification is not evident, check the recipient's preferences are correct to receive this how they would expect first.

- System

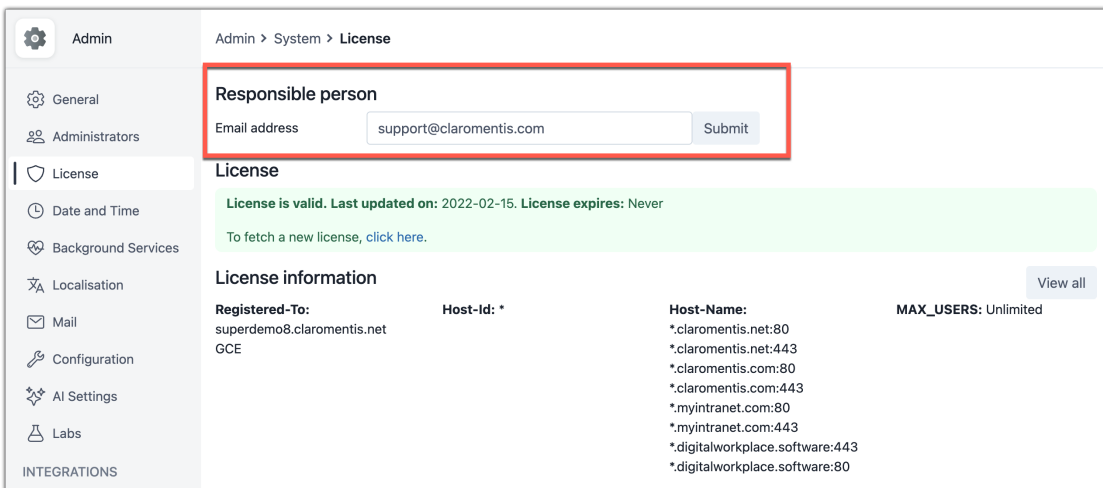
admin.test_message

This is the notification triggered when a test is run from Admin > System > Labs



notification.system.license_limit_reached

This notification will be sent when the [user license limit](#) on your site has been reached. The email address entered as the responsible user in Admin > System > License will receive this.



- Gallery

comments.new_comment

This notification is sent when a user leaves a comment on an Image in Gallery. It will be sent to the user who uploaded the photo.

comments.new_like

This notification will be sent when a user likes an Image in Gallery. it will be sent to the user who uploaded the photo.

- People

common.password_policy

This notification is sent when a user's password is x days from expiry. The value is set by a People administrator in the [password policy](#).

Admin > People Control Panel

User licences Licence limit Unlimited Active users 55 Remaining users Unlimited

Users Power users Roles Groups Password policy

Default password policy options

Minimum password length: 8

Require strong password

Maximum password age: 5 days

Notify user 1 days before expiration.

Accounts lockout

How many attempts the user is allowed until account is locked 3

How long they are locked out for (minutes) 5

Send notification to People Administrators when an account is locked out

Save

common.password_recovery

This notification will be triggered to a user when they reset their password through the ['Forgot password?' function](#) on the login page.

common.user.account_frozen

This notification will be sent to all People application administrators when a user account becomes frozen due to repeated failed login attempts. The corresponding setting in the [password policy](#) needs to be enabled to ensure the notifications trigger to admins in this scenario.

Admin > People Control Panel

User licences Licence limit Unlimited Active users 55 Remaining users Unlimited

Users Power users Roles Groups Password policy

Default password policy options

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common.user_model.profile_outdated

This notification will be sent x days and repeated x times when their profile has not been updated. This value is set in the general settings of People by an administrator (Admin > People > General configuration)

Set this value to zero to never send a notification.

After this period of time user profile become outdated (days)

30

After user profile became outdated and has not been updated by user, send notification again every this number of days

2

endorsements.user_endorsed

This notification is sent to a user when another person [endorses them](#) for a skill on their user profile.

common.webmail_functionsreceipt_confirmation

Legacy and defunct notification; this template will be removed in a future version of Claromentis.

- Courses

courses.view_course_include.submit

'Course sign up' Appears to be sent on user enrolment; is this hardcoded to send or chosen to be generated somewhere?

courses.view_course_include

Attendee pulled out of course? Is this when a user unenrolls, and if so is this hardcoded or can the notification be toggled somewhere?

Legacy and defunct notifications; these templates will be removed in a future version of Claromentis:

courses.course_members

courses.courses_course.admin

courses.courses_course.edit

courses.courses_course.view

courses.courses_function.edit

courses.courses_function.view

- Forum

forum.edit_msg.new_topic

Can't see how to configure approval being needed for a new Forum board

forum.edit_msg.reply

Can't see how to require approval to post a new message in a board

forum.forum_add_cat.subscribed_cat

There is no category in 'Forum'?

forum.forum_function.category_users.notification_resp

Not clear how this works

forum.forum_function.category_users

Sent when a new post is made in a board to all users with 'view' rights or just those subscribed?

forum.forum_function.reply_users.notification_resp

Not clear how this works

forum.forum_function.reply_users

This will be sent to a user when another person replies to their Forum message.

forum.forum_function.thread_users.notification_resp

Not clear how this works

forum.forum_function.thread_users

This will be sent when a new post is added to a Topic - who is sent this: subscribed or everyone who can view?

forum.forumadmin.subscribed_forum

Will be sent to all users automatically subscribed to a Forum board as chosen by administrators in the topic settings 'Subscribe users with view rights'.

- Documents (File)

common.class.erms_schedule

document ready for disposal? Unclear which function this relates to.

notification.doc.action_change

This will be set to any users monitoring the file when its properties are edited, or it is moved.

notification.doc.action_content_change

This will be sent to any users monitoring a file that is put into draft status when checked in by another user.

Document Check-in

Choose file or select from pre-uploaded...
Sample Document 10.pdf

Check in this document as a draft

Note

This is for the revision log

Notifications

Open "Send notification" page after adding the document (you'll be able to select recipients)

Cancel Check-in

notification.doc.action_delete

This will be sent to any users monitoring a file that is deleted (to the trash can) by another user

notification.doc.action_undelete

This will be sent to any users monitoring a file that is restored from the trash can by another user

- Documents (Folder)

notification.folder.action_change

This will be set to any users monitoring the folder when its properties are edited, or it is moved.

notification.folder.action_content_add_doc

This will be sent to any users monitoring the folder when a new file is added to it by another user.

notification.folder.action_content_add_folder

This will be sent to any users monitoring the folder when a new sub folder is created within it by another user

notification.folder.action_content_change_doc

This will be sent to any users monitoring the folder when a document from a different folder location is moved into the folder being monitored, by another user.

notification.folder.action_content_delete_doc

This will be set to any users monitoring the folder when a file within it is deleted by another user.

notification.folder.action_content_delete_folder

This will be set to any users monitoring the folder when it is deleted by another user.

notification.folder.action_content_undelete_doc

This will be set to any users monitoring the folder when a file within the folder that was sent to the trash can is restored by another user.

notification.folder.action_content_undelete_folder

This will be set to any users monitoring the folder when a subfolder within it has been restored from the trash can by another user.

notification.folder.action_delete

This will be set to any users monitoring the folder when it has been sent to the trash can by another user.

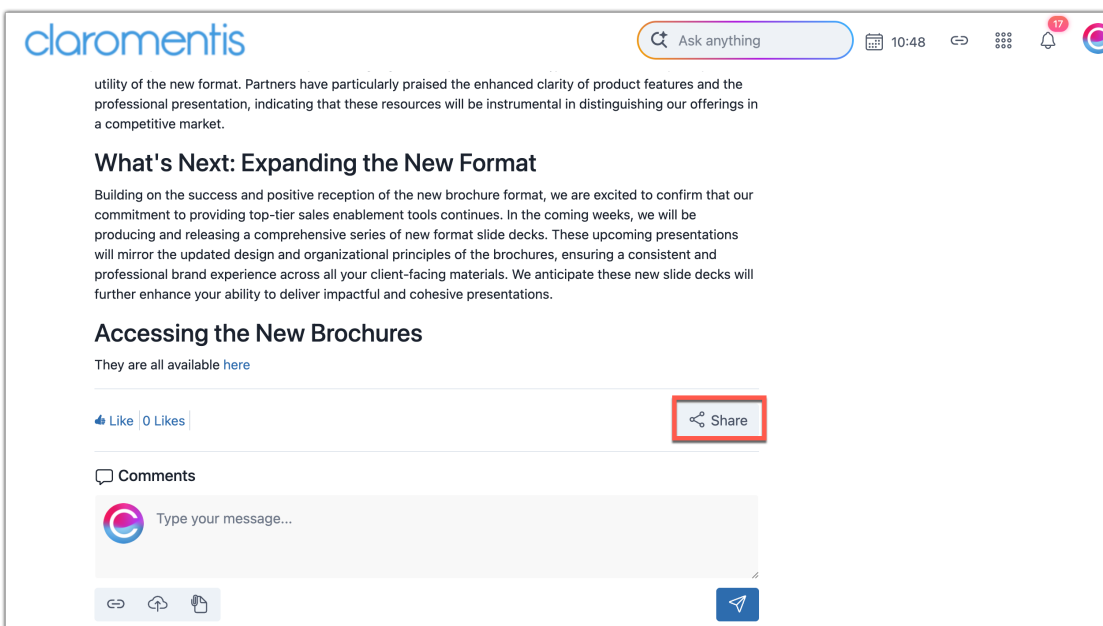
notification.folder.action_undelete

This will be set to any users monitoring the folder when it has been restored from the trash can by another user.

- News, Blog & KB

share.link

This is triggered whenever the 'share' button is used in an application. The message and recipient are chosen by the sender.



- Survey

surveys.reminder

the template is blank? what is this for

Created on 17 June 2026 by [Hannah Door](#). Last modified on 24 June 2026