



Notifications: Default notification templates


Understanding the Default template

When creating a notification, you may have noticed you had a template choice simply called *DEFAULT*.

The Default template is a simple looking email that will include any form information you wish. It is quicker to set up than a custom template, but less appealing in its utilitarian appearance.

Here is an example of a default notification email:

Mon 13/08/2018 15:46

 noreply@claromentis.com
[Jon's test form, id:TEST0013]:

To: jon.mulhern@claromentis.com

New issue has been SUBMITTED.

<https://mulhern83.claromentis.net/forms/jontest/view/TEST0013>

Date and time: 13-08-2018 15:45 => 13-08-2018 15:45

Signature pad: =>

Status: => New

=====

Reported by: Jon Mulhern

Project: Jon's test form

Issue ID: TEST0013

Status: New

Created: 13-08-2018 15:45

Last modified: 13-08-2018 15:45

Assigned to:

=====

Issue doesn't have any notes.

Customising the Default Template

From *Admin > Infocapture > Your Project > Default Notification Fields* you can use checkboxes to include or exclude form data from the template:

Jon's test form

Subject of notifications: text_field

Field name	Included into default notification email
STATUS	<input type="checkbox"/>
DATE CREATED	<input type="checkbox"/>
DATE LAST MODIFIED	<input type="checkbox"/>
ASSIGNED TO	<input type="checkbox"/>
TRAFFIC LIGHT	<input type="checkbox"/>
form purpose	<input type="checkbox"/>
Short string	<input type="checkbox"/>
Medium string	<input type="checkbox"/>
Long string	<input type="checkbox"/>
Financial	<input type="checkbox"/>
Short text	<input type="checkbox"/>

Recommended next article:
[List options](#)