

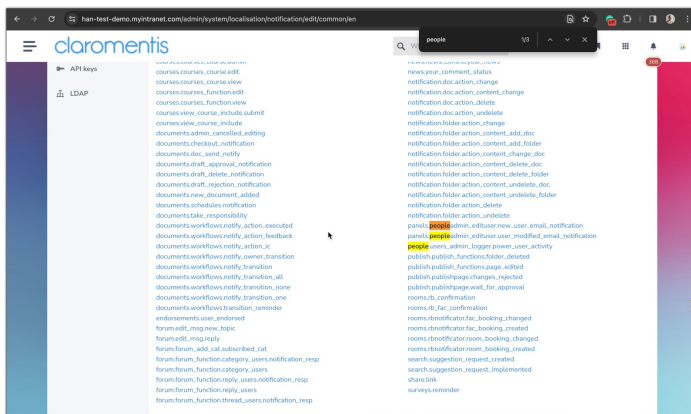


## People Notifications

We will provide an overview of all available People notifications.

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

Search for 'People', 'User' and 'Password' to find those listed in this article.



## 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](#).

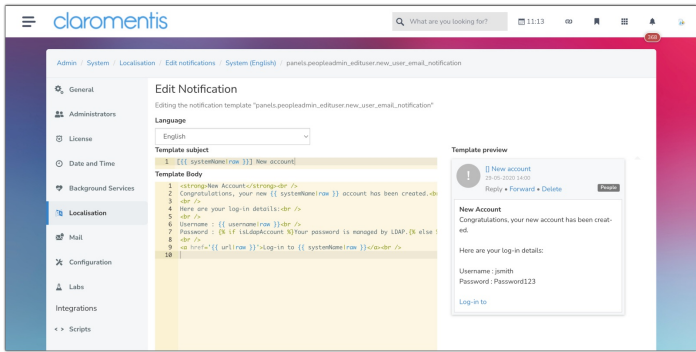
If a notification is not evident, check the recipient's preferences are correct to receive this how they would expect first.

## What notifications can People send and who will receive these?

### panels.peopleadmin\_edituser.new\_user\_email\_notification

This notification will be sent when a new user account is created, either individually by an administrator or en masse via CSV ([with the password option enabled](#))

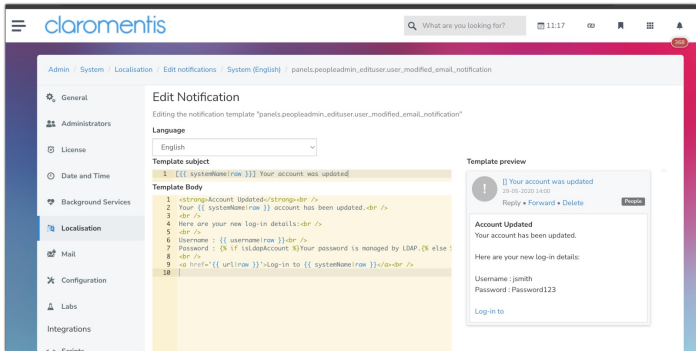
The recipient will be the user that was created, and the notification will be sent to the email address associated with the account.



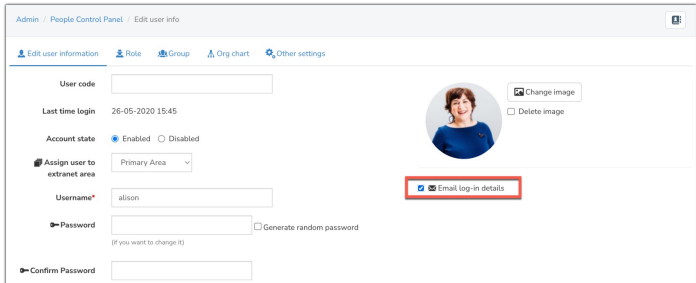
## panels.peopleadmin\_edituser.user\_modified\_email\_notification

This notification will fire when an administrator enables the 'Email login details' option for a user profile and saves this.

(Usually, this is carried out as the administrator has [reset the password on their behalf](#)).

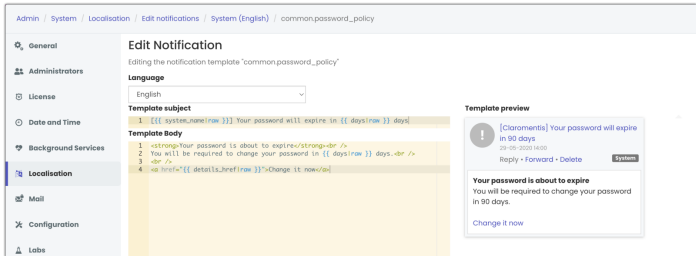


The recipient will be the user whose account was updated, and the notification will be sent to the email address associated with the profile.



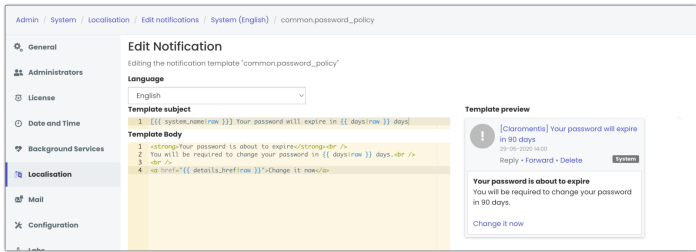
## common.password\_recovery

This notification will be sent to a user when they follow the '[Forgot password?](#)' feature on the login page, allowing them to set a new password.

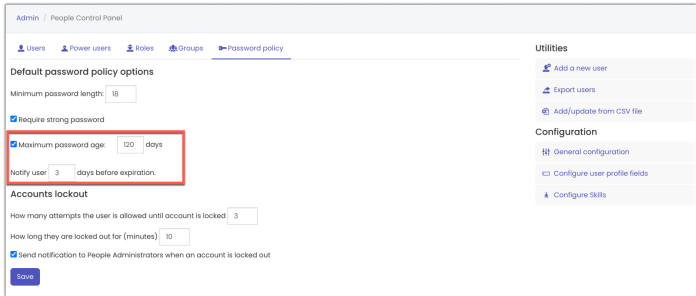


## common.password\_policy

This notification will be sent to a user x days out from their password expiring.

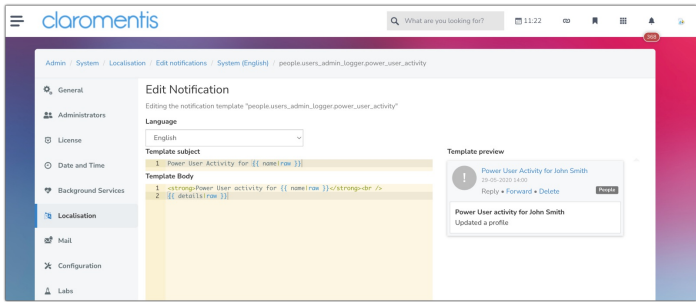


The parameters for this are set in the [password policy](#) area by a People administrator.



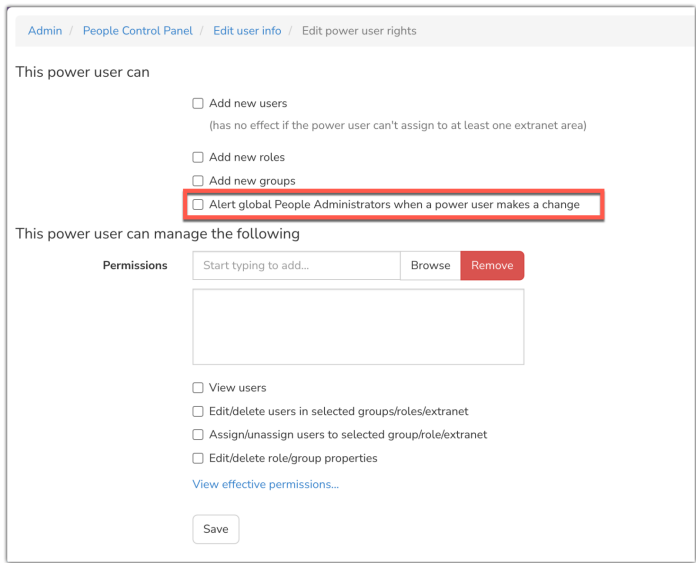
### people.users\_admin\_logger.power\_user\_activity

This notification will only be active if your site has [power users](#) configured.



The option shown below must be enabled per power user for the notification to fire.

If it's on, any time that power user makes a change, all other People administrators will be sent this notification.



### common.user.account\_frozen

This notification will be sent to all People administrators to notify them that a user account has become [frozen/locked](#) due to incorrect credential entry.

Admin / System / Localisation / Edit notifications / System (English) / common.user.account\_frozen

**Edit Notification**  
Editing the notification template "common.user.account\_frozen"

Language: English

Template subject: 1. {{{ system\_name|row }}} Account Frozen: {{{ username|row }}}

Template Body: 1. <strong>Account Frozen</strong><br />2. The user account " {{{ username|row }}} " has been frozen due to repeated failed attempts to log in.<br />3. <br />4. You can manually unlock this account using the link below:<br />5. <br />6. <a href="{{ unblock\_link|row }}">{{ unblock\_link|row }}</a><br />7. <br />8. <small style="color:#999999">This request was made from {{{ ip|row }}}.</small>

Template preview: [Claramento] Account Frozen: jsmith  
29-05-2020 14:00  
Reply • Forward • Delete

**Account Frozen**  
The user account 'jsmith' has been frozen due to repeated failed attempts to log in.  
You can manually unlock this account using the link below:  
[http://example.com/unblock\\_link](http://example.com/unblock_link)  
This request was made from 10.0.0.5

This notification will only be sent if the below option has been enabled in Admin > People > [Password Policy](#):

Admin / People Control Panel

Users Power users Roles Groups Password policy

Default password policy options

Minimum password length: 10

☒ 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) 10

☒ Send notification to People Administrators when an account is locked out

Save

Utilities: Add a new user, Export users, Add/update from CSV file

Configuration: General configuration, Configure user profile fields, Configure Skills

### common.user\_model.profile\_outdated

This is an optional function that will ensure end users are notified that their account is 'out of date' so they can log in to the site and refresh this.

Admin / System / Localisation / Edit notifications / System (English) / common.user\_model.profile\_outdated

**Edit Notification**  
Editing the notification template "common.user\_model.profile\_outdated"

Language: English

Template subject: 1. {{{ system\_name|row }}} Your profile is out of date

Template Body: 1. <strong>Profile out of date</strong><br />2. Your " {{{ system\_name|row }}} " profile is out of date, please login and update.<br />3. <br />4. <a href="{{ details\_href|row }}">Update my profile</a>

Template preview: [Claramento] Your profile is out of date  
29-05-2020 14:00  
Reply • Forward • Delete

**Profile out of date**  
Your Claramento's profile is out of date, please login and update your information.  
[Update my profile](#)

By default, this will be blank so not in use.

Head to Admin > People > [General Configuration](#) to set this up:

**Metadata field that keeps the date when user's profile was last updated**

To notify users when they don't update their profile for a long time, specify user metadata field here. This field will contain the date when profile was updated the last time. Leave empty to not to use this function.

If its needed to display this field on people profile page or make editable in admin area, need to add description of that field in Metadata admin panel.  
Key: pick key other than "usr\_profile\_last\_updated" and set \$cfg\_profile\_last\_updated\_field = this key  
Title: pick title (i.e. "Profile Last Updated")  
Type: "datetime"  
you can't create metadata field with key "usr\_profile\_last\_updated", it is system metadata

(note that field type must be "datetime")

last\_time\_login

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

365

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

2

The commonly used field is 'Last time login' with an appropriate timeframe e.g. 365 days. However, any field you like can be used to track the time (Enter the [field key](#))

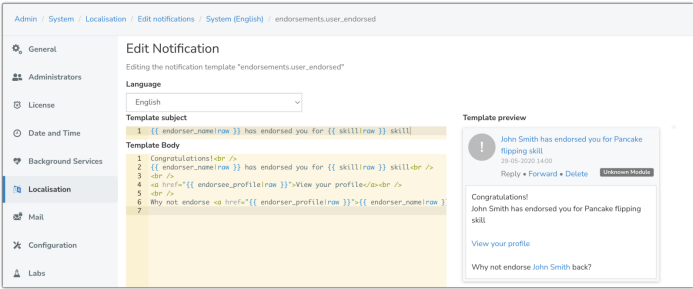
It is also possible to set the frequency to notify the user that their profile is outdated.

Once this has been set up and saved, if the timeframe entered has passed any end user that fits the parameters (in this example has not logged in for a year) will be notified every x days until they log in at which point the timer resets.

endorsements.user\_endorsed

This notification will be sent to a user when another person has endorsed them for a Skill

This relies on Skills first having been set up by a People Administrator.



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Tags: notifications, people