

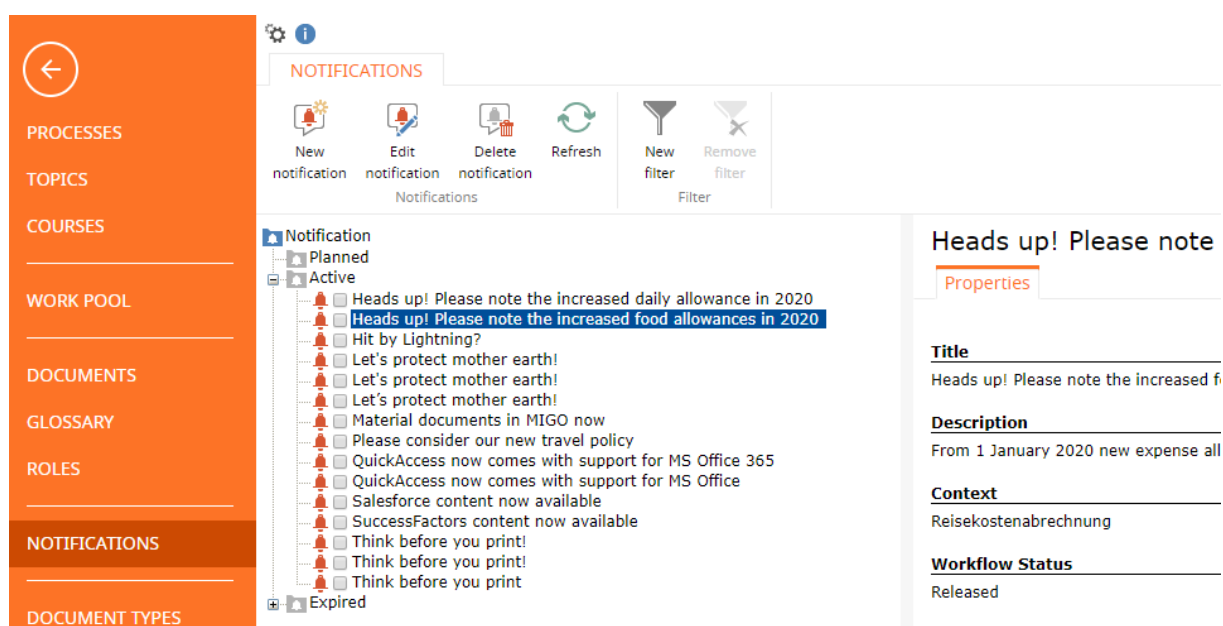
# Notifications

Keep reading to find out more about how notifications actually work in tts performance suite.

Notifications involve information about new content or changes to content and support the continuous flow of information to the end users during a Performance Support project. They highlight the fact that you continuously supplement and maintain the available content, keeping it up-to-date.

To create, edit or delete notifications, you need to have been awarded the right to "Manage Notifications" on the "Properties" tab for your author role. Once you are in possession of this right, you then enjoy access to the **Notifications** view.

They are sorted into three groups: planned, active and expired. Depending on the specified period, the notification is displayed in one of the three groups.



Every notification must have a **title**, **description** and **context**. Furthermore, you can use the edit status to control whether a notification is visible to the end user or not. You can also define the period during which the notification is to be valid.

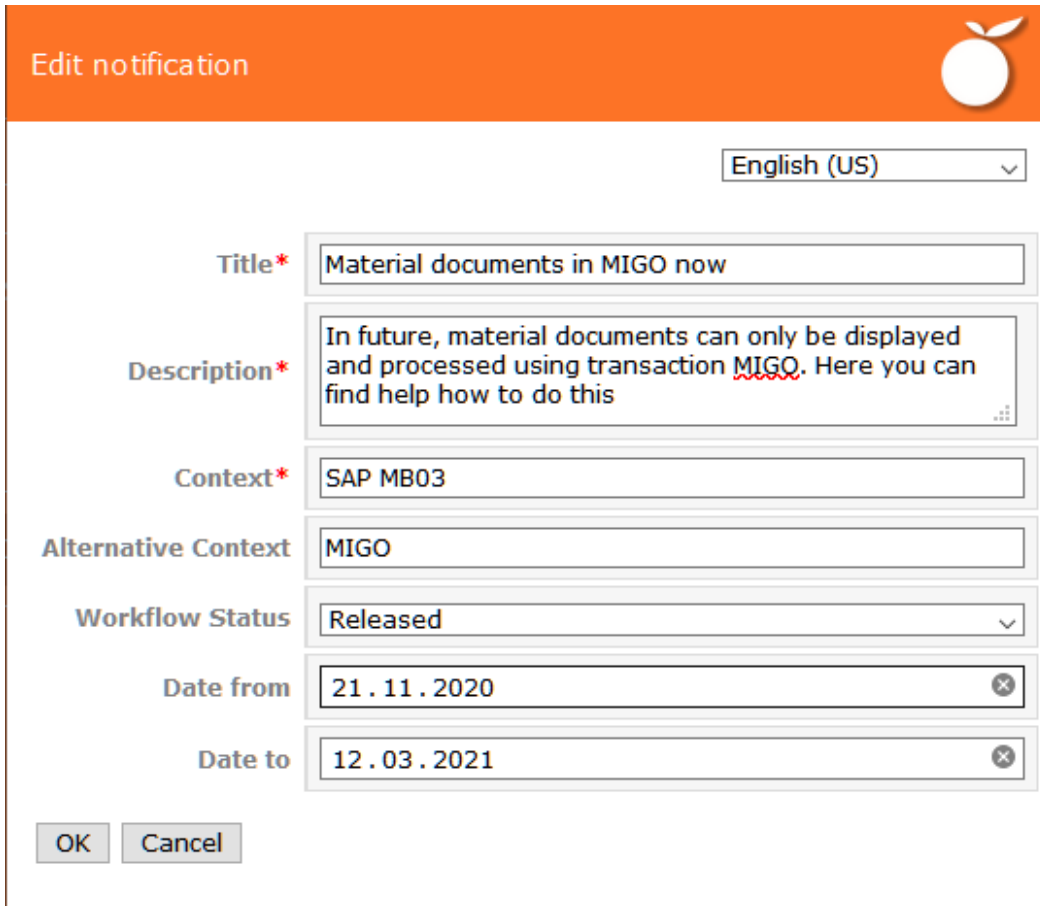
Please note that the following restrictions apply to the displayed text length:

The title should not exceed 62 characters (=2 lines).

The description is truncated after a maximum of 125 characters (4 lines) in the notification window.

Starting with version 2021 of the software, you may specify an "Alternative context" in addition to the mandatory "Context" field. If specified, the alternative context is used to

provide additional information to the end user if he/she clicks the "More information" link in the notification.



The context of a notification can also include wildcards. The following wildcards are supported:

- **\*-notifications** (notifications that use the asterisk symbol in the "Context" field) are displayed in **every context** for which there is **no more specific** notification. The asterisk symbol always has to stand on its own and may not be combined with other context specifications.

Example: If, for example, there is only one other notification for "SAP va01" in addition to the \*-notification, the \*-notification will not displayed in the context "SAP va01". The \*-notification will then be displayed in all other contexts (e.g. "SAP" or "Word 2019").
- **!-notifications** (notifications that use an exclamation mark in the "Context" field) indicate important notifications that are always displayed. It's possible to combine them with a context. !-notifications are also displayed in cases where a more specific notification also exists.

Example 1: If the context of a notification is defined **only** with "!", this notification will be displayed in **every** context, regardless of whether a more specific notification exists or not.

Example 2: A notification about an SAP system downtime with the context "!SAP" will also be displayed in the context "SAP va01" (for example) even if there is a corresponding



notification for this context. But this would never appear in a context without the component "SAP", e.g. not in the context of "Word 2019".