How to alter SMS Session Reminders Settings

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Step 1 – Select "SMS Settings" from the Admin tab.

Step 2 – Configure e-mail reminder for when SMS Credits become low.

SMS Settings

Credits Remaining: 5001

When Credits reach: 0   Separate email by,for multiple addresses

Send Alert Email to:

Select the number of days before the session,the reminder sms will be sent   0

Set the time SMS reminder will be sent   0:00 ▼

Allow Assessor to manually resend reminders   No ▼

Select type of learners to recieve reminders   Work Based ▼

Save

Step 3 – Select the number of days before the session in which you would like the SMS reminder to be sent out.

Step 4 – Set the time of when the SMS reminder will be sent.