

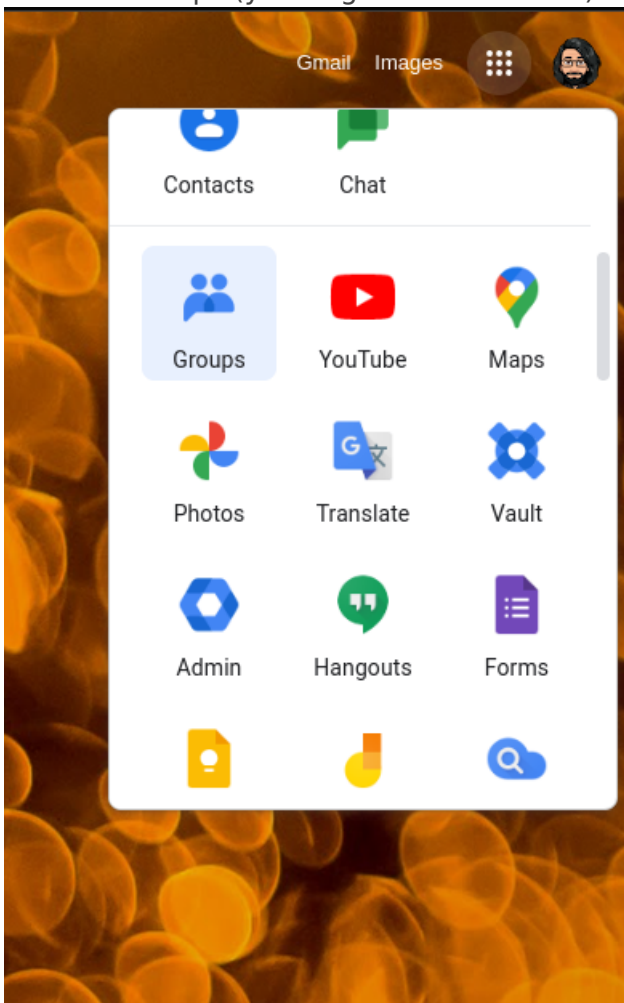
Turning Off Group Email Notifications

Email groups are great, but they can sometimes be... a little much...

Google allows you to set your subscription settings on a per-group basis. This means that you can stay in a group, meaning that you can email that group, but you don't have to receive all of the notifications.

First, we need to access the Groups page.

1. Open up a chrome tab.
2. Click the waffle icon
3. Click on Groups (you might have to scroll)



4. You should see each group you are in.
5. Within the subscription column, you can choose from 4 options

My groups 52 groups			1-52 of 52 <
☐ Groups ↑	Join date	Subscription	
 --Grade01 --grade01@wftigers.org	Aug 6, 2017	Each email	  
 --Grade02 --grade02@wftigers.org	Aug 6, 2017	Digest	  
 --Grade03 --grade03@wftigers.org	Aug 6, 2017	No email	  

- Each email - This is the default. You get an email for every message
- Digest - You get a **single** email each day with the **full contents** of all messages for that group.
- Abridged - You get a **summary** of all emails sent in a **single** email each day
- No email - You will not get any emails from this group.

There isn't a save function. Just select the option you want, and then you are good to go.

If you disable email, it might be good practice to visit this page more often. Clicking on a group name will let you view all messages.

Originally posted by Cory Robbins on the West Fork Technology Hub (2022-09-19).

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