Qualitative Transparency Deliberations

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https://www.qualtd.net/

HOW TO: Follow a topic discussion by email

https://www.qualtd.net/viewtopic.php?f=10&t=97

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HOW TO: Follow a topic discussion by email

Posted: **Thu May 12, 2016 2:17 pm**
by **AlanJacobs**
You can more easily follow a discussion by having the QTD system email you when someone replies within a topic. Here's how to do this:

- **If you are writing a post within a topic** and want to be notified of replies, check the box "Notify me when a reply is posted" below your post.

Then in the upper righthand corner of the screen, click on "Notifications" and then, in the drop-down menu, click on "Settings." You'll see a grid of options. Next to "Someone replies to a topic to which you are subscribed" check the box under "Email." (A "Notification" without "Email" means that when you log into the system you'll see a notification in the upper righthand corner of the page.) Then **click SUBMIT**. You're done!

- **If you'd like to follow a topic in which you have NOT written a post**, click on the topic to open it up. Then look for the wrench icon near the top of the topic thread. Click on the wrench, then in the drop-down menu that appears, click on "Subscribe topic."

Then, if you haven't already done so, follow the instructions above to **turn on email notifications for subscribed topics.**

You can use the same method for getting notifications to a topic you previously posted within. Just go back to that topic, click on the wrench, and subscribe.

Let us know if you have any problems with this.

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