

# Setting Repair Email Notification Preferences



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Step 1: Select the Settings tab

Step 2: Access the Additional Preferences section

Step 3: Select your subscription option from the Email Preferences drop down field. Available options include:

- **All:** Email notifications are sent for all events. [Click here](#) to access the complete list of email notifications
- **Exceptions:** Email notifications are sent for all events except when a device is received at the repair depot or shipped from the repair depot
- **None:** Default setting. Email notifications will not be sent

Step 4: Click on **SAVE**

NOTE: If you have multiple repairs in-process, you will receive only one summary email per notification type during any day when that activity (receiving, shipping, etc.) occurred.

To learn more about the repair order status notifications and reminder emails, refer to the [Subscribing To Repair Email Notifications](#) guide

The screenshot displays the ZEBRA Repair Order Portal Settings page. The page is titled "ZEBRA" and includes a navigation menu with options: Home, Repair Orders, Repair Status, Assets, Contracts, Validate Warranty and Entitlement, and Settings. The Settings page is divided into several sections: ACCOUNT (Account Number: 1232730, Account Name: Janesa's Bakery1), DEFAULT SHIPPING ADDRESS (130 S. Caryl Avenue, Northlake, Cook, IL, United States, 60164), and DEFAULT BILLING ADDRESS. Below these sections is the "ADDITIONAL PREFERENCES" section, which includes checkboxes for "View only my saved carts" and "View only my submitted repair orders". The "Email Preferences" dropdown menu is open, showing options: ALL, Exceptions, and None. The "SAVE" button is highlighted in blue. Red circles and boxes are used to highlight the "Settings" tab (1), the "ADDITIONAL PREFERENCES" section (2), the "Email Preferences" dropdown (3), and the "SAVE" button (4).

# *Need help?*

*On Zebra.com, from the main menu bar, select Support & Downloads for additional information and support, or access assistance directly using the URLs below:*

- *Contact Support:* [www.zebra.com/support](http://www.zebra.com/support)
- *Request a Repair:* [www.zebra.com/repair](http://www.zebra.com/repair)

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