

Exclude Select Courses From Notifications

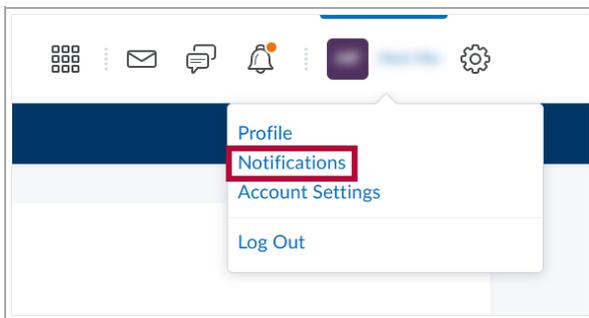
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In the **Notifications Tool**, you have the option to exclude certain courses from sending notifications.

NOTE: For information on setting up **Notifications**, see the article [Set Up Email and Text Notifications in D2L](https://vtac.lonestar.edu/help/set-up-notifications) (<https://vtac.lonestar.edu/help/set-up-notifications>).

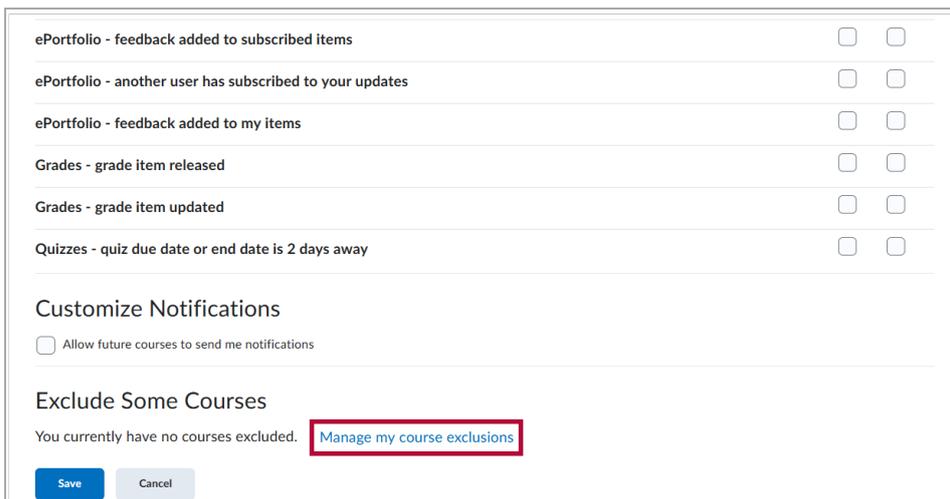
Access the Notifications Tool

1. On the D2L homepage, click **[Notifications]** from your personal menu on the minibar.



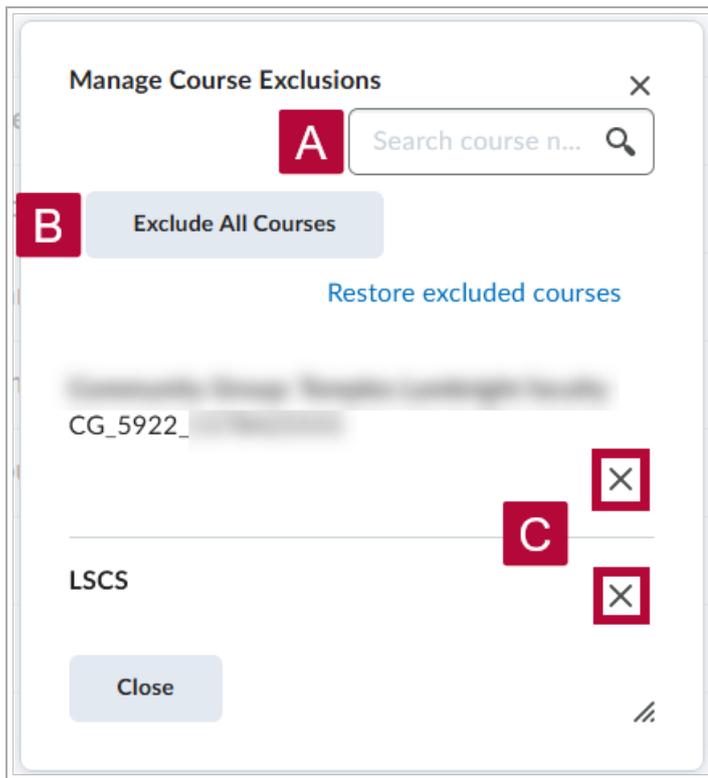
Manage Course Exclusions

1. At the bottom of the **Notifications Settings** page, click **[Manage my course exclusions]**.



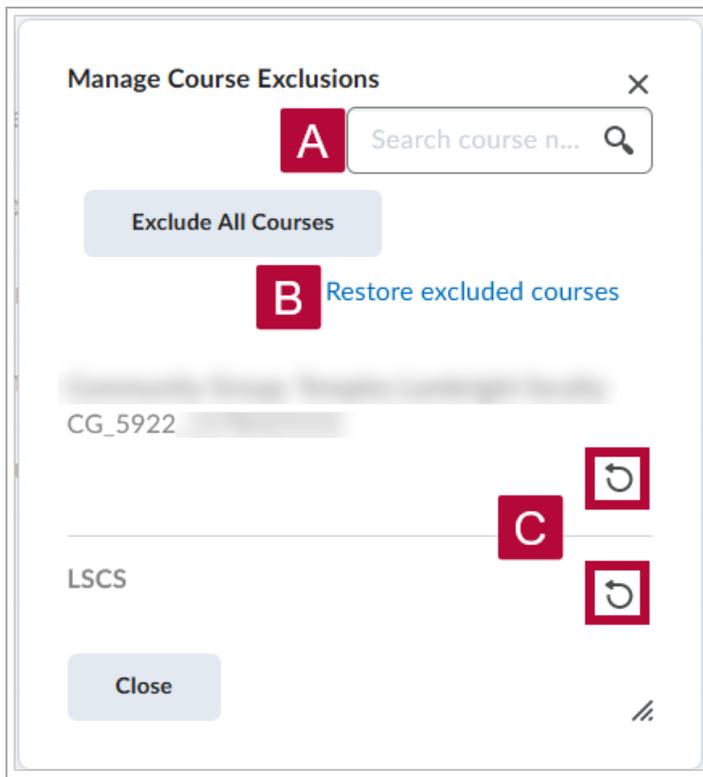
2. This will open the **Manage Course Exclusions** window. In this window you will have multiple options for excluding notifications from courses:
 - A. You can **[Search]** the list of courses to look for a specific course to exclude.
 - B. You can click **[Exclude All Courses]** to exclude ALL of your courses from sending notifications.

C. Clicking the **[X]** next to any course will exclude that course from sending notifications.



3. If you wish to restore notifications for currently excluded courses, you can:

- A. Use the **[Search]** to look for a specific course to restore.
- B. Click **[Restore excluded courses]** to restore notifications for ALL currently excluded courses.
- C. Click the **[Restart]** icon next to any course to restore just that course, it replaces the **[X]** icon for any currently excluded courses.



4. Once you have excluded or restored notifications for the courses you wish to, click **[Close]**.
5. This will return you to the **Notifications Tool**. The courses you excluded from sending notifications will be listed under **Exclude Some Courses**. When you are done, click **[Save]**.

