

# SCLIntra Feature Focus

## Notify - Email Notification Service

SCLLogic, LLC



Notify is a standard SCLIntra Enterprise feature that automatically creates customizable email messages to alert users and managers of routine or exceptional changes in the status of a tracked item. Notify can email recipients when an item is in transit, awaiting pickup, or it can signal purchasing a recent receipt arrived damaged. The service launches automatically and is ready for use at any time. Notify uses the SMTP Gateway and is installed as a service on the Microsoft

platforms, ensuring a high level of availability.

### How it Works

As SCLIntra tracks the steps of a process, each step has a different 'status'. When an item hits a flagged status corresponding to a particular point in the process, Notify generates an email. For instance, to alert a recipient an item is on its way to their desk, a user may simply flag the 'Out for Delivery' status as their 'Email' status. Once configured, each time an item hits that status, an email is triggered. As part of the 'Status Setup Menu', custom email messages may be edited for each status.

Recipient Information	
Status Name	Out for Delivery
Status Code	Out for Delivery
Email	<input checked="" type="checkbox"/> Send Email
Custom email settings, leave blank to use default.	
Subject	Mail Center Delivery Notice
Header	The following item will be delivered to you in 1 hour.
Footer	Please contact the Mail Center at x500 with questions.

### Benefits and Uses

- Multiple delivery service levels are common within mail centers. Notify allows the various groups to be informed of their item status with unique messages.
- Calls to the mail center are substantially reduced when recipients are notified of anticipated delivery times.
- Notify helps bring attention to the variety of services provided by the mail center. The mail center has the opportunity to include additional information in the emails, such as mail center hours and data about other services it offers.

### About SCLLogic, LLC

SCLLogic develops, sells and supports the inbound receiving and tracking system, SCLIntra. SCLIntra uses barcoding technology to monitor and control the flow of tangible objects – mail, parcels, property, files or people – as they enter and move through a facility. SCLIntra is an affordable, flexible, IT-friendly solution that improves productivity by automating receiving, sorting and delivery processes while expanding tracking visibility across the corporate Intranet and beyond. SCLLogic's accountable item solutions are licensed to hundreds of customers throughout the country.

© 2003-2006 SCLLogic, LLC

SCLIntra is a registered trademark of SCLLogic, LLC. All other names mentioned are trademarks, registered trademarks, or service marks of their respective companies or organizations.

SCLLogic, LLC  
304-M Harry S. Truman Parkway  
Annapolis, MD 21401-7379  
(888) 700-7027  
Email: [info@sclogic.com](mailto:info@sclogic.com)  
<http://www.sclogic.com>