

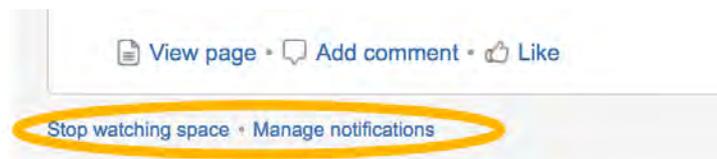
Controlling email from wiki.carragroup.org

The new CARRA members-only collaboration site (wiki.carragroup.org) is a great way to work with other CARRA members. The site is built to alert you to new content, changes, and events by email so you don't have to be logged in all the time to see what's going on. However, the quantity of email it sends you can be overwhelming. This article will help you control your email from the site.

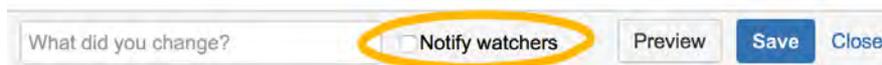
The new site uses software called Confluence. When you first log in with a new account, Confluence asks you to choose a space to watch (by default, for a lot of members this is the CARRA Home space). When you watch a space, Confluence will email you about almost all changes that happen in that space. That includes when a page is changed, added, or deleted, when someone makes a blog post, and when an event is added to a calendar in that space.

“I'm seeing too many emails. What can I do?”

When you get an email from a page you're watching, that email has a link to where you can turn off “Stop watching page” or manage your notifications:



When you are changing a page in Confluence you can spare watchers from receiving email by clicking off the “Notify watchers” checkbox before you save your changes.



For other actions like creating calendar events, page creation and blog entries, Confluence assumes that if you're watching that space then you're interested in seeing those more significant events. There is no way to suppress these kinds of events other than by configuring your settings to stop watching that page.

“I'm afraid I might be watching pages I don't want to see updates for.”

If you ever want to see all spaces and pages you're watching, you can use the menu in the very top right corner of the site to see everything you're watching and stop watching those spaces you're no longer interested in being emailed about.

