

# How to change your notification and email preferences

This documentation, including images, videos and text, is accurate as of Version 5.12 of Pascal.

We strive to keep our documentation up to date with each release to ensure it remains a reliable resource for our users. However, given the dynamic nature of our software development, there might be instances where changes introduced in subsequent versions are not immediately reflected in this documentation. We encourage users to refer to [the latest release notes](#) and to use the feedback mechanism for any discrepancies or requests for clarification.

To change your interface settings, follow the below steps:

- 1 Click on your initials in the top right corner.
- 2 Open the Account settings.
- 3 Navigate to the Configuration tab.

The Configuration page is divided into four sections; General, Interface, Monitoring and Notifications.

## General

**Default search confidence:** The default search confidence has two options: Relative and Exact. This will modify the default option whenever making a search. The default is Relative.

**Update notifications via email:** Pascal sends an email notification regarding updates to the application. The default for this is Yes.

**Require multi-factor authentication via email:** When this is turned on a verification code is sent to the email address registered with the Pascal user account during every login on a new device or with a new IP address. The multi-factor authentication verification

**code will only be required once a month on IP addresses used with Pascal before and every time logging in from a new IP address. The verification code sent to the email address can only be used once.**

## **Interface**

**Date format:** Depending on you preference the date format can be altered.

## **Monitoring**

**Frequency of reports:** Reports are made regarding your monitored cases. These can be sent to you daily or weekly.

**Receive reports on:** You can choose on which day of the week you would like to receive your report. The default is Monday

**Receive reports via email:** The reports of monitoring can be sent to your email, which will link you to the monitoring reports page. The default is No.

**Receive reports without findings:** It can occur that no new information is found within the time period of making a monitoring report. You can choose whether you still want to receive these reports. The default is No.

## **Notifications**

**Show updated hits in notifications:** In monitored cases, hits can be updated which are already included or excluded. When this happens, Pascal can send you a notification about the change if you choose to. You can choose whether you want a notification of all risk changes, different changes in risk levels or no notifications at all. The default is Don't notify.

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