Zoho Corporation

User Notification

This feature will notify users when they are added to a record. The User Notification feature is particularly helpful when multiple collaborators need to be updated every time they are added to a new project or record. For example, if you're in a group of scriptwriters, it becomes essential to stay updated every time your lead adds you to a new script to keep a tab of all the projects you're a part of.

- Create a new collaborator field, and enable the "**Notify users when they are added to a record"** option.
- Now add the corresponding user to the record.
- The user that was added to the record will get an email notification stating that they were added to the Record along with the Table, Field, and the Base name.
- Click **Access Record** from the Email to view the field you were added to.

We have explained the process in the GIF below.