

Too Many Emails from Basecamp?

Manage your Email Notifications with One Recap Email a Day

We know communications and email notifications can sometimes be overwhelming. One great way to cut down the notifications you are receiving is to change your notifications settings on Basecamp.

We recommend receiving one recap email every morning. Here's how:

- 1. Log in to Basecamp
- 2. Click Activity on top bar of the page
- 3. Click Email me a daily summary towards the top right of the screen
- 4. You're all done, once you see: ✓ Emailing a daily summary

