

Restrict System-Generated Event Buyer Notifications

An Agency Project Administrator often adds their system users to a common project in eMACS Sourcing Director so users can view events across the organization. This practice results in many users receiving system-generated emails for event notifications, even when they are not relevant to the users (e.g. email notifications for vendor posting questions to an event Q&A board).

A new functionality now gives the Event Owner the option to create a new group of users who will only receive system-generated emails for that event. For example, instead of all project users receiving Q&A board posts for every event, now the event owner can direct those emails specifically to the Project Manager or other interested parties.

You can see this change in the draft sourcing event's "Setup" tab, second section from the bottom under "Display and Communication". Users will now see a new notice defaulted to "Yes" under the "Restrict Buyer Notifications" header. This indicates the sourcing event is restricted to only users added to this group.

Display and Communication	
Visible to Public	Yes
Public Event Short Description	Testing
Restrict Buyer Notifications	Yes

Event owners are automatically added to the "Notifications Recipients" listed in the Users section when the event is created. All other users needing to receive event notifications can be added to this group by the Event Owner. Additionally, Stakeholders will need to be added to this group to receive event notifications.

Users must be set up with access to the agency's Project in Sourcing Director to be added to this section. If the user is not yet registered, please contact the eMACS Help Desk at emacs@mt.gov or 444-2575, or your Agency Procurement Officer.

Copy of Q&A Board
Testing
 DOA-RFP-2018-0057

Type: **Request for Proposal**
 Event Status: **Under Evaluation**

Settings and Content ▾

- Setup ✓
- Users** ✓
- Description ✓
- Prerequisites 6
- Buyer Attachments 1
- Vendor Attachments ✓
- Questions 4
- Additional Item Fields
- Items 0
- Vendors 7

Evaluations >

Tools >

Users Event Actions ▾ | History | ?

Event Creator * [McCabe, Bonny\(Admin\)](#) Edit Users

Event Owners *
 Event Owners have full control over this event:
[Harris, \(Admin\)Justin](#)
[Harris, \(TU\) Justin](#)

Event Managers on this Project have full control over this event:

Administrator, Contract	Orta, Nicole
Administrator, TCM	Schell, Carrie
Buyer, Montana	Snyder, Tia
Caplis, Lori	Steed, Shelly admin
Dorvall, Rick	Thomas, John
Grandy, Rhonda	User, Montana
Harris, (Admin)Justin	Wells, Channah admin
Harris, Justin	
Hastings, (admin)Tom	
Hastings, Tom	
Haynes, Steve	
Holmlund, Meghan	
Kane, Jack	
Maakad, Jeni	
McCabe, Bonny	
McCabe, Bonny(Admin)	
Moore, Deanne	

Contacts * Contact information for these users is shown to vendors: Edit Users
[Harris, \(Admin\)Justin](#)

Stakeholders Stakeholders can view the event and responses: Edit Users
No User Selected

Notification Recipients * Only Notification Recipients will be eligible to receive system-generated event notifications. Edit Users
[McCabe, Bonny\(Admin\)](#)

eMACS notifications are defined at the “role” level but each user can define/change their notification preferences under their profile. Instructions for changing notification preferences are referenced in a separate document titled “Accessing Notification Preferences in eMACS”, found at the following eMACS Resources webpage, <http://emac.smt.gov/Resources#6835023-sourcing-director>.