



GETTING SET UP

Choose your notifications

RepBud only buzzes your phone when a person is talking to you — here's how to choose what notifies you, what waits as a count, and when it all stays quiet.

Covers /dashboard/notifications · for rep, dmc, buddy, reporter

← Connections

Notifications

Your phone tells you when a person is talking to you. Other updates wait as a red count in Connections. These settings are shared with the RepBud app.

PEOPLE TALKING TO YOU

Direct messages
A message to you. Counted on Messages.

Connection requests
Someone asks to connect, or accepts your request. Counted on My connections.

Replies to your broadcasts
Someone answers a broadcast you sent. Counted on Broadcast.

GROUP CHATS

Group invitations
You are invited to a group, or to be one of its admins.

@mentions in groups
Someone mentions you by name in a group.

Other group messages
Other messages in your groups. Mute a single group from its details panel.

Event group reminders
The day before and two hours before an event group's date.

UPDATES

Reporter briefs
A new brief or update from RepBud Reporters. Counted on Reporter briefs.

The steps

01 Badge first

Your phone notifies you when a person is talking to you: a direct message, a connection request or acceptance, a group invitation or admin invitation, an @mention, or a reply to your broadcast. Everything else waits as a red count on its section in Connections.

02 Open Notifications

Open Connections and choose the bell beside the heading — on the website and in the app. In the app, Notifications is also on your profile. The two share the same settings.

03 Pick a setting per type

Each type has three choices. Notify me sends a phone notification and adds the count; Badge only adds the count with no phone notification; Off does neither.

04 What starts on Notify me

Direct messages, connection requests, replies to your broadcasts, group invitations, @mentions and event reminders start on Notify me. Other group messages, reactions, reporter briefs and opportunities start on Badge only.

05 Quiet hours

Quiet hours, 21:00 to 08:00, is on from the start: no phone notifications overnight in your own time zone, and anything that arrives waits as a count. Switch it off if you would rather hear at any hour.

06 Mute one group

A busy group can be muted on its own — for 8 hours, 1 week or always — from its details on the website, or by tapping the group's name in the app. A muted group leaves the Group chats count. Unmute it from the same place.

Next: Messages and group chats

Questions

Why didn't my phone notify me about a reaction?

Reactions start on Badge only: they add to the count in Connections without a phone notification. Change Reactions to Notify me on the Notifications page if you want one.

Are the website and app settings separate?

No. They are one set of settings, so a change on the website applies in the app and the other way round.

What happens to notifications during quiet hours?

Between 21:00 and 08:00 in your own time zone RepBud sends no phone notifications; anything that arrives waits as a count in Connections. Quiet hours can be switched off.

How do I stop one busy group without missing the others?

Open that group's details (in the app, tap the group's name) and mute it for 8 hours, 1 week or always. Your other groups are unchanged, and you can unmute at any time.

What does Off do?

Off gives that type neither a phone notification nor a count. The messages themselves still arrive; you see them when you open the screen.

Do the Bud Board and Jobs send notifications?

No phone notification. Jobs shows a red count in Connections; the Bud Board carries no count, and posts that name you are under Mentions on the board.