

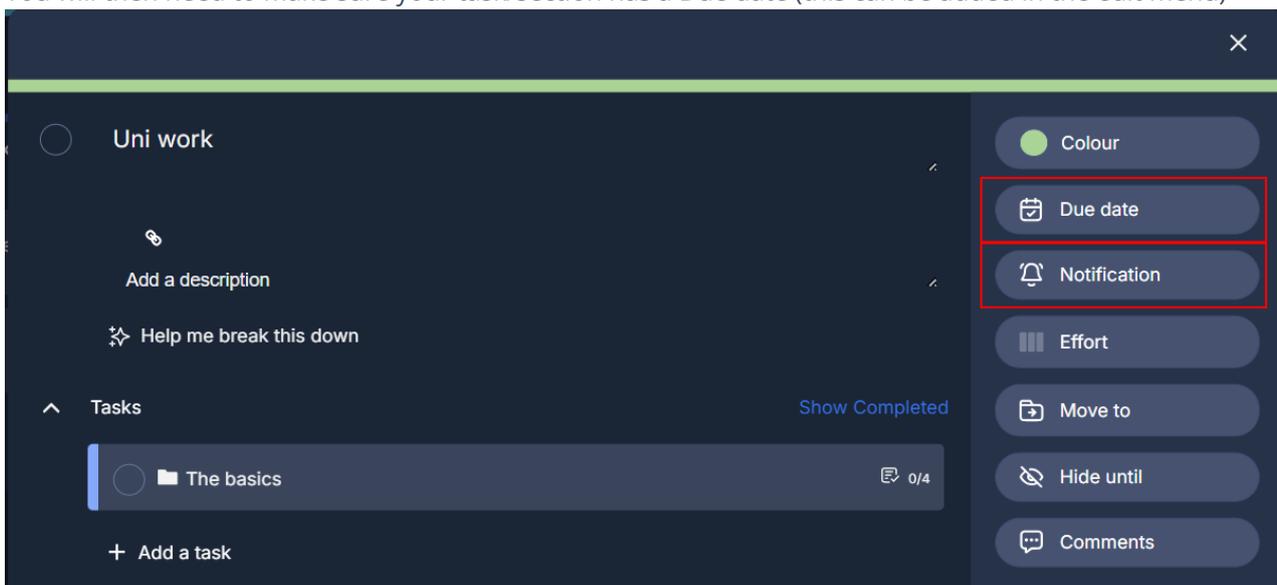
Notifications

Last Modified on Wednesday, 09-Jul-2025 11:11:17 BST

Global Tasks includes the function to notify you about a task or section. To do this, please open the edit menu for your task or section.



You will then need to make sure your task/section has a Due date (this can be added in the edit menu)



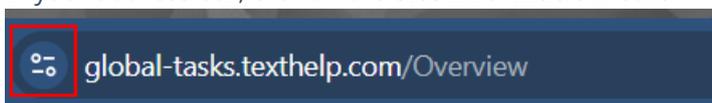
You will then be able to use the notification option to set the time and date you would like to be notified.

The notification will be sent to your computer through your browser and also your mobile (if you have the mobile app installed)

To ensure you receive the notifications, please make sure that Global Tasks is allowed to send notifications in your browser

Chrome

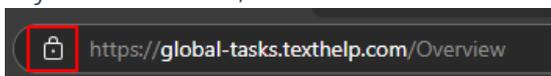
In your address bar, click on the **Site Information** icon.



You can then check that the **Notifications** are enabled here with the toggle.

Edge

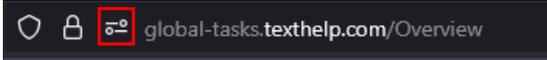
In your address bar, click on the **Site Information** icon.



You can then check that the **Notifications** are enabled using the drop down menu.

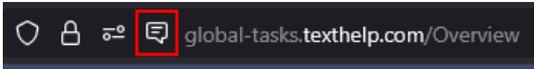
Firefox

In your address bar, click on the **Additional Permissions** icon.



You can then check that **Notifications** are enabled.

If they are not enabled (or do not appear here), please click on the message icon in the web address bar and allow notifications.



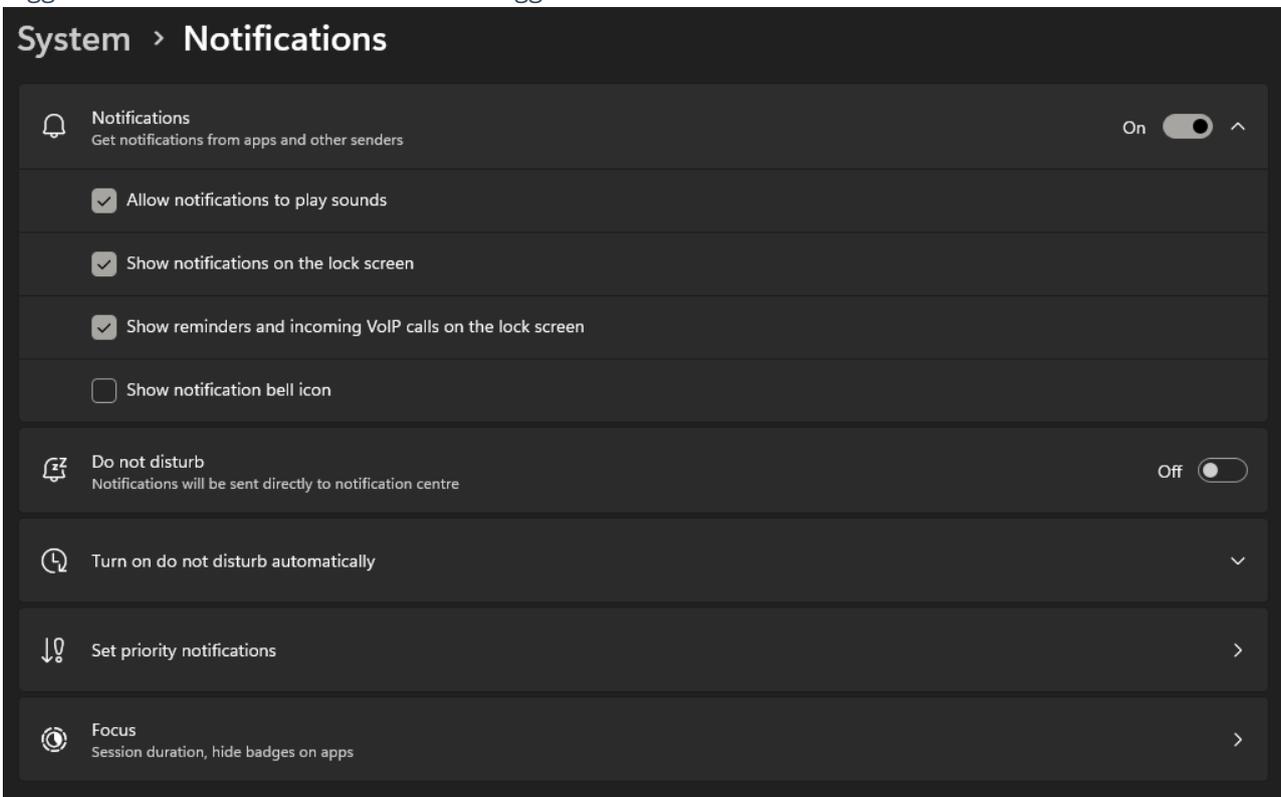
On your computer, you will also need to make sure that the browser is allowed to send notifications.

Windows

You will need to open your Windows settings and click on **System**.

Then, you should see **Notifications** on a list in the right hand side.

After opening the **Notifications** settings, you will need to make sure that Notifications are enabled with the toggle switch and that **Do not disturb** is toggled off.



Then, in the list of apps below, find your browser and/or Global Tasks and make sure the toggle is set to **On**.

Mobile

On your mobile device, you will need to make sure that your notifications are enabled in the mobile device system settings for Global Tasks.

iOS

You will need to open the device Settings and then scroll down to Apps.

In this list, you will need to scroll down to Global Tasks.

In Global Tasks, tap on Notifications and choose how you would like to be notified.

If you do not receive the notifications on your iOS device, please make sure you are not in Focus Time or Do Not Disturb.

Android

In your device settings, you will need to open the Apps settings.

Then, find Global Tasks and make sure notifications are enabled.

If you do not receive notifications on your Android device, please make sure that Do not disturb is not enabled.

If you have any issues with notifications that cannot be solved with the steps above, please email support@texthelp.com.
