

How to subscribe to Alerts

[Click here for 1.0 Documentation](#)

Idera SQL Elements can send email notifications for warning or critical conditions from your environment, in order to receive these notifications you have to subscribe to alerts.

To subscribe, go to the **Administration** tab, in the **Alert Emails** section, click **Subscribe to alerts**.

The screenshot shows the Idera SQL Elements Administration interface. The top navigation bar includes DASHBOARD, EXPLORER, INSTANCES, and ADMINISTRATION (highlighted with a red box). The ADMINISTRATION section is titled 'ADMINISTRATION' and contains several sub-sections: Users, Instances, Alert Emails, Health Checks, Licensing, Tags, and Discovery. The 'Alert Emails' section is highlighted with a red box and contains the following text: 'SQL Elements can send email alerts to inform users about critical issues such as availability problems. To receive alert emails, you must configure alerting to use an email server available on your network and sign up to receive alert emails.' Below this text are three links: 'Configure email (SMTP) settings', 'Subscribe to alerts' (highlighted with a red box), and 'Manage Subscriptions For All Users'. The 'Instances' section contains the text: 'SQL Elements monitors SQL Server instances and their host computers. Add instances to be monitored using the Add SQL Server Instance action.' and two links: 'Add SQL Server Instance' and 'Import SQL Servers'. The 'Licensing' section contains the text: 'A license is required to access SQL Elements features. View license status and add a license key using the Manage License action.' and a link: 'Manage License'. The 'Tags' section contains the text: 'Tags are used in SQL Elements to group SQL Servers and help you organize your managed instances. Create, view, edit and delete tags and their associated instances using the Manage Tags action.' and a link: 'Manage Tags'. The 'Discovery' section contains the text: 'SQL Elements automatically discovers instances on your network. You can trigger instance discovery manually below. You can also configure SQL Elements to automatically monitor all newly discovered instances.' and three links: 'Auto Registration Options', 'Discover Instances', and 'Manage Discovery Options'. The 'Health Checks' section contains the text: 'SQL Elements performs health checks against your monitored instances. You can control at a global level whether health checks are performed. Note that disabling a health check will also stop alert emails from being sent for the health check.' and a link: 'Manage Health Checks'.

On the **Subscribe to Alerts** window, check the respective box and type the email address where you want to receive these notifications.

The screenshot shows the 'Subscribe to Alerts' dialog box. The title bar includes a question mark and a close button (X). The main title is 'Subscribe to Alerts'. Below the title is a checkbox labeled 'Receive SQL Elements alert emails for critical issues such as availability problems.' which is checked. Below the checkbox is a text input field labeled 'Email address:' containing the text 'bob@email.com'. Below the input field is a red box containing the text: 'Email settings have not been configured yet. Click here to configure sending alert emails.' At the bottom right of the dialog box are two buttons: 'OK' and 'CANCEL'.



Note

If you have not configured your email settings, SQL Elements displays **Email settings have not been configured yet. Click here to configure sending alert emails**, click this option and fill the required fields, for more information go to [Configuring email settings for alert notifications](#).



Manage users

You can also manage your subscriptions from the following sections:

- [Managing users.](#)
- [Managing subscriptions for all users.](#)