

# Manage Subscriptions for all users

You can manage subscriptions to alert rules per user. To access this option, go to the **Administration** tab, click **Manage Subscriptions For All Users** under the Alert Emails section. SQL Enterprise Job Manager opens a new window with a list of all your registered users and the number of notifications per user.

## Subscribing to Alert Rules

To subscribe to alert rules and view which ones each user is subscribed to, go to the respective user and click the number of subscriptions. SQL Enterprise Job Manager opens a new **Subscriptions** window where you can view all disabled/enabled alert rules that are available in your environment.

If no email is defined for the selected user, SQL Enterprise Job Manager displays an email option on the top of the window, you can use this field to add the respective email address. Take into account that you must [configure your SMTP settings](#) in order to send notifications.

On the left side of the **Subscriptions** window, you can find filters that allow you filter your available alert rules according to their severity (critical, warning, info, ok).

To subscribe to alert rules, select the alert rules you want to subscribe and click **OK**.

If you want to subscribe to all critical alert rules, you can select the option **Subscribe to all critical Alert Rules**, available at the bottom section of this window.



If you do not receive a notification, you should review if the alert is enabled.



Take into account that when you subscribe to all critical alerts, you need to unsubscribe to all of them first, in order to be able to subscribe /unsubscribe individually to one or several selected alert rules.



Only users with Administrator role can access the **Administration** tab, and therefore, **Manage Subscriptions For All Users** is only available to this user role.

SQL **Enterprise Job Manager** monitors and manages your SQL Server agent jobs. [Learn more > >](#)

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