Is there a way to get a copy of an email that is being sent in ILLiad to a patron so we know that the email was sent?

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Symptom

• When sending an email, you want a copy to be sent to another email address so that you have a copy of the email that was sent.

Applies to

• ILLiad

Resolution

If you want a copy of an email to be sent to an email address on your site so you have a copy of the email sent, you can do the following:

1. If you want it for all or specific outgoing notifications, you can Edit the Notifications you want to have a copy of the email and add an email address to the CC or the BCC field.
2. In some notifications such as clearing or merging users, you can edit the notification before sending and add an email address to get a copy of the email.