



## Customer Group Notification

### User Guide

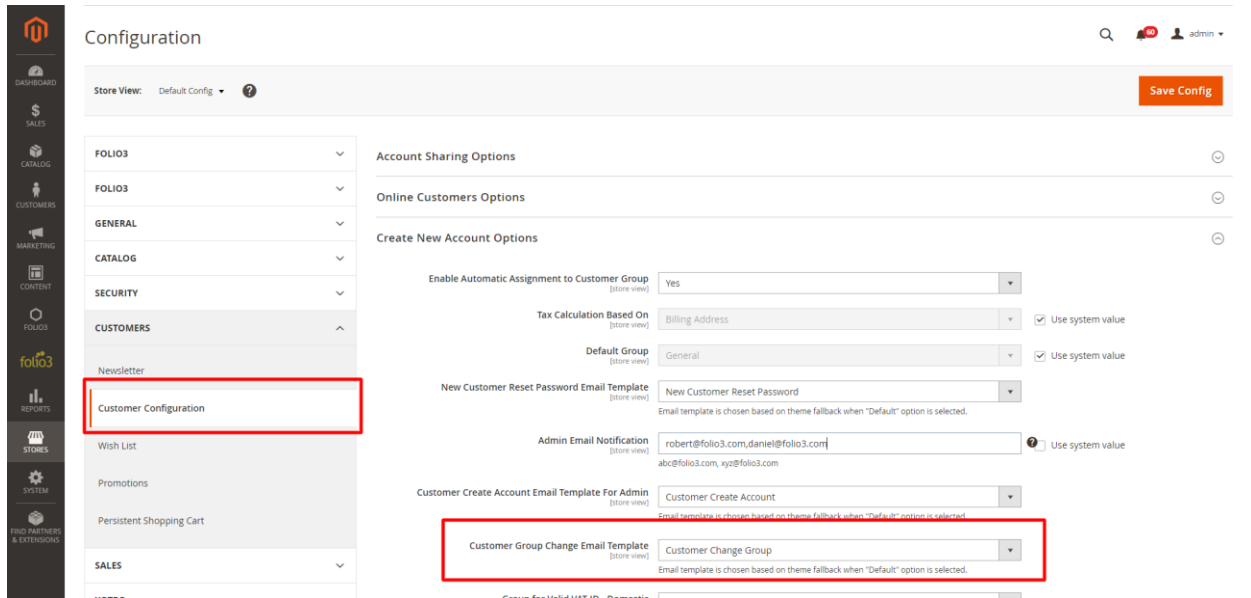
#### Admin Experience

- Log in to Magento admin panel
  - Navigate to store > configuration > Customer > Customer Configuration > Create New Account Options > Admin Email Notification
- Enter the email address (comma separated) to where the notification regarding customer group will be sent

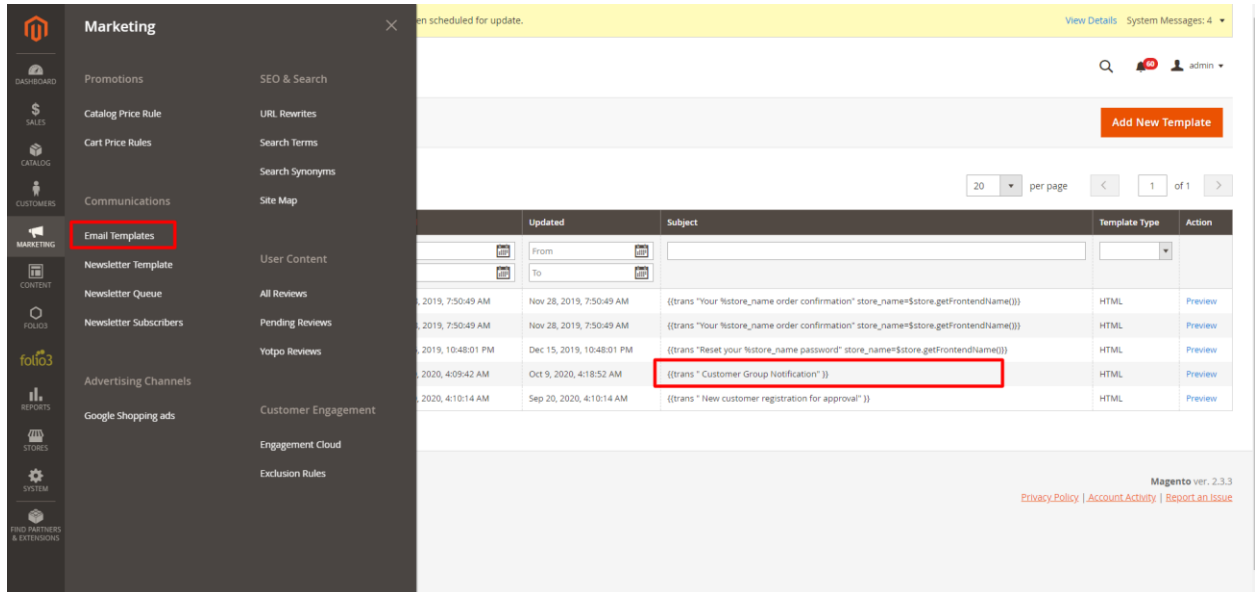
The screenshot shows the Magento Admin Panel Configuration page for Customer Group Notification. The left sidebar contains navigation menus for Dashboard, Sales, Catalog, Customers, Marketing, Content, Folio3, Reports, Stores, System, and Find Partners & Extensions. The main content area is titled "Configuration" and includes a "Save Config" button in the top right corner. The "Customer Configuration" section is expanded, showing "Admin Email Notification" with a text input field containing "alex@folio3.com,robert@folio3.com" and a "Use system value" checkbox. Other options include "Enable Automatic Assignment to Customer Group" (Yes), "Tax Calculation Based On" (Billing Address), "Default Group" (General), "New Customer Reset Password Email Template" (New Customer Reset Password), "Customer Create Account Email Template For Admin" (Customer Create Account), and "Customer Group Change Email Template" (Customer Change Group). A red box highlights the "Admin Email Notification" field and its "Use system value" checkbox.

For Magento (1.x & 2.x) Design, Development & Customization please visit us at:  
<https://ecommerce.folio3.com/magento-development-company/>

- The email template can be managed by Customer Group Change Email Template



Email template can be edited from:  
Marketing > Email Template > Customer Group Change



For Magento (1.x & 2.x) Design, Development & Customization please visit us at:  
<https://ecommerce.folio3.com/magento-development-company/>

## User experience

- As soon as customer group of any customer is being changed, the admin will be notified via an email:

