# **Teczo Features Quick Guide**



## What are New Notifications Icons

### **New Notification Icons**

New notification icons are designed so that individual users quickly see what a topic's latest updates are. For example, if I'm not interested in any access rights changes to topics, I can select all these topics and mark them unread. Similarly, if I am interested in people's comments, I can choose to view topics where there have been new comments added.

#### **Different Notification Icons**

When an item is updated, you will see the New Notification Icon(s) displayed in front of the item name.



### **Definitions of Notification Icons**

Icon	Meaning	Icon disappears
NEW	This is a newly created topic	3 days after the topic was created
€ S	Changes have been made to the details of this topic	When you view the topic
1	Comments have been added to this topic.  The number indicates how many new comments since you last accessed the topic.	When you view the topic
-	Access rights have been changed for this topic	When you view the topic