Fact Sheet 02 - List of System Generated Email.

Action the Generates an Email	User(s) that receives the Email	Content of Email
A **new User** is **created** by an *Administrator* using the *Create Multiple Users* function.	The newly created **User.**	- Notification of a profile being created. - Link to the SPOT application. - System Generated Password.
A **new Student** is **created** by an *Education Provider* using the *Add Students* function.	The newly created **Student.**	- Notification of a profile being created. - Link to the SPOT application. - System Generated Password.
A **Placement Request** is **submitted** by an *Education Provider* using the *Request placements for your students* function.	**Director** Users who have the corresponding *Discipline* and *Location(s)* to the Placement Request.	- Notification of the request being submitted for review. - Link to the SPOT application.
A **Placement Request** decision (accepted or declined) is made by a *Director* using the *Placement Decision* function.	**Education Provider** User who submitted the Placement Request.	- Notification of the request decision.
A **Placement Request** is **cancelled** by an *Education Provider* using the *Placement Request* function.	**Director** Users who have the corresponding *Discipline* and *Location(s)* to the Placement Request.	- Notification of the request being cancelled.
A **Student** is **added** to a Placement Request by an *Education Provider* using the *Select students for approved placement requests* function.	The **Student** who has been placed.	- Notification of being added to the placement.
A **Student** has a roster **entered** by a *Director or Rostering Manager* using the *Assign Shift Template* function.	The **Student** who has had the roster entered.	- Notification of the roster being entered.
A **Student** has a shift **cancelled** by a *User* other than them using the *Cancel Shift* function.	The **Student** who has had the shift cancelled.	- Notification of the shift being cancelled.
A **Capacity Variance Request** **decision** (accepted or declined) is made by a *Director* using the *Capacity Variance* function.	**Manager** User who submitted the Capacity Variance Request.	- Notification of the request decision.
A **User creates** a new password using the *Forgot your Password* function.	The **User** who has forgot**.**	- System Generated Password.