

Managing Subscribers

86 Gurjeet Kaur August 24, 2017 Article Subscribers

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Only superuser has the right to view, edit or delete article subscribers. Click "**Subscribers**" link in **Article** section of the left navigation bar to open "**Manage Subscribers**" page.

Article

Knowledge Base











Show

10

entries

Select Bulk Action

Apply

ID	Name	Title	Status	Subscribed on	Actions
130	 SY MINH KY	How to update credit card details at 2CheckOut for your order?	✗	Feb 9, 2016 at 5:36 AM	 Actions
123	 desalegn	Difference between Wiki and Knowledge Base Software	✗	Nov 21, 2015 at 6:01 AM	 Actions
103	 katie dao	PHPKB 7.5 Release Notes	✓	Apr 8, 2015 at 2:07 PM	 Actions
98	 Eoin Leonard	PHPKB 8.0 Release Notes	✓	Feb 9, 2015 at 9:11 AM	 Actions
96	 caitlin gaver	Paste Images from Clipboard into WYSIWYG Article Editor	✗	Jan 22, 2015 at 4:44 PM	 Actions

1. This section consists of two tabs for Article Subscribers and KB Subscribers. By default **Article** subscribers are displayed but you can click on '**Knowledge Base**' tab to view KB Subscribers.
2. **ID:** This column displays the unique serial number of the subscriber in the database.
3. **Name:** This column displays the name of the subscribed user.
4. **Title/Subscribed for:** In article subscribers section '**Title**' column is displayed which shows the title of the article for which user has subscribed, whereas '**Subscribed For**' column is displayed under KB subscribers section to show subscription is valid for the entire knowledge base.
5. **Status:** This column displays whether the subscriber is active or inactive to receive notification. The tick icon shows the active status, whereas crossed icon shows the inactive status.
6. **Subscribed On:** This column displays the date and time when the user has subscribed.
7. **Actions:** This column contains operations that can be performed on subscribers.
Edit - Click to edit Subscriber details. You can modify the name, email address and subscription status of the subscriber on the edit screen.
Delete - Click to delete the subscriber from the knowledge base.
8. You can perform the same action on more than one subscriber using "**Select Bulk Action**". For this, you need to mark checkboxes corresponding to subscribers for which operation is required, then select the action from **Bulk Actions** dropdown and click on "**Apply**" button.

Custom Fields

Applicable To: Standard Edition, Standard (Multi-Language) Edition, Enterprise Edition (MySQL), Enterprise Multi-Language Edition (MySQL), Enterprise Edition (SQL Server), Enterprise Multi-Language Edition (SQL Server)

Online URL: <https://www.phpkb.com/kb/article/managing-subscribers-86.html>