

Configuration Options - NCompass Today Notifications

NCompass Today Notifications - Charge Review:

1. Navigate to **Tools > Configuration**.
2. In the search box, type '**NCompass Today - Show Charge Reviews Due in Days**'.
3. Tick the **Search All** checkbox.
4. Click **Search**.
5. Set the number of days in advance for the charge review warning.
 - Setting the number of days to **Zero** will disable the advanced warning.
 - Note: **Due today** and **overdue warnings** will still be displayed.

NCompass Today Notifications - Show When Renewals Are Due:

1. Navigate to **Tools > Configuration**.
2. In the search box, type '**NCompass Today - Show Renewals Due in Days**'.
3. Tick the **Search All** checkbox.
4. Click **Search**.
5. Set the number of days in advance for the renewal warning.
 - Setting the number of days to **Zero** will disable the advanced warning.
 - Note: **Due today** and **overdue warnings** will still be displayed.