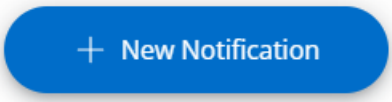
Consumer Portal Notifications - Agvance SKY Admin

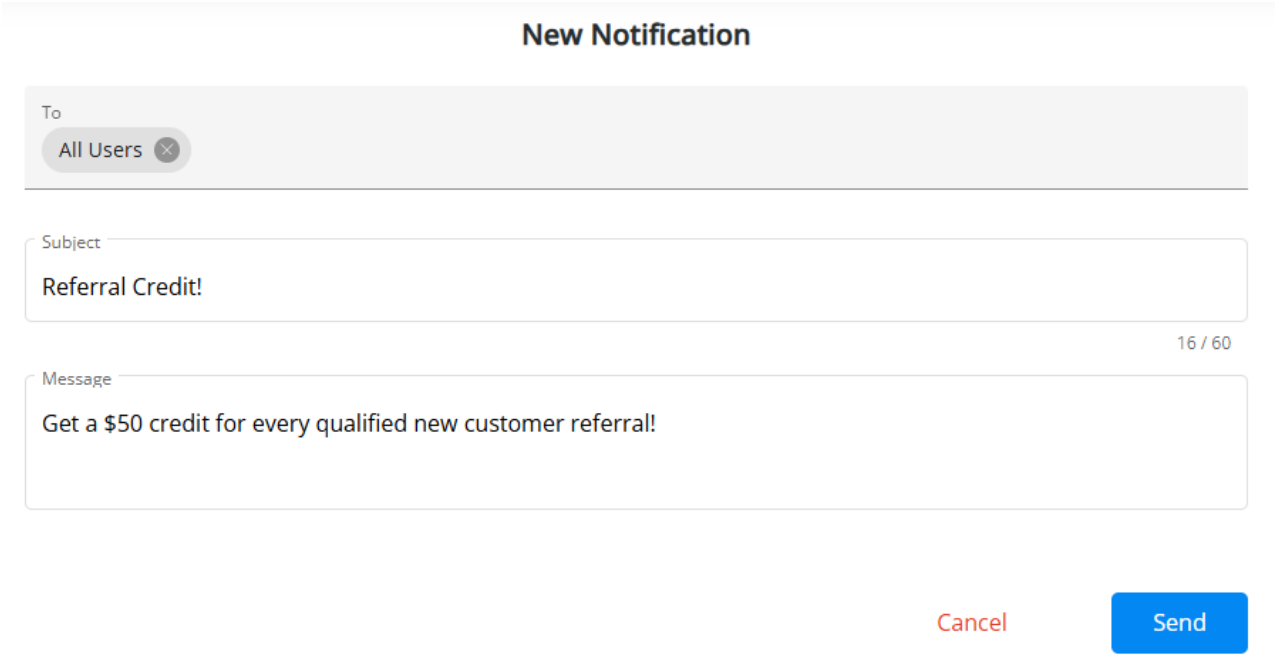
Last Modified on 07/06/2026 3:34 pm CDT

Consumer Payment Portal Users and Agvance SKY Admins have access to the Energy Force Management tool featuring the *Notifications* page.

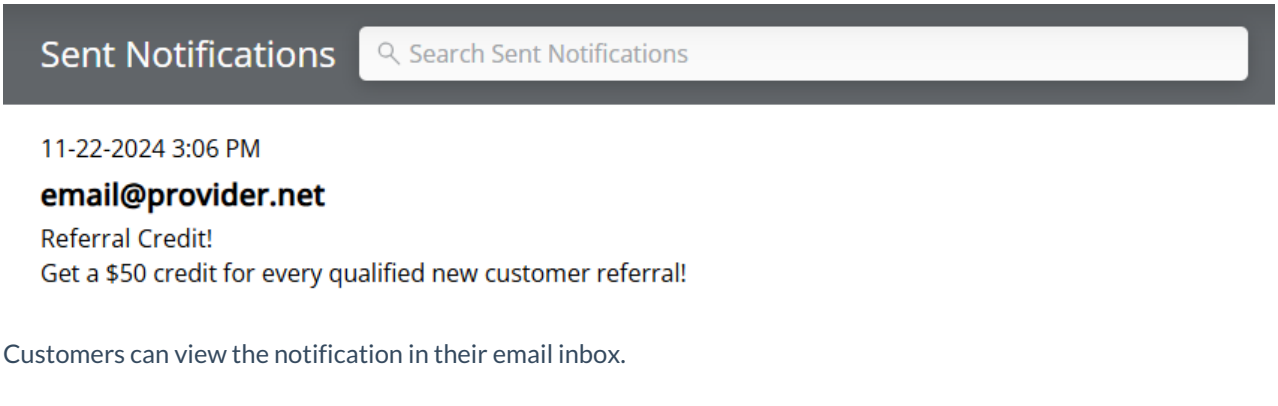
Send notifications to Consumer Payment Portal users by selecting the **+ New Notification** icon.



Choose the recipient from a drop-down list (select one, multiple, or all users), enter a required email *Subject* and *Message*, and select **Send** to send the email notification or **Cancel** to discard and return to the *Notifications* page. A confirmation stating *Notification Sent* displays and the message is now listed under *Sent Notifications*.



All sent notifications are viewable and searchable from the *Notifications* page and viewable by the Agvance SKY user who sent them.



Customers can view the notification in their email inbox.