Manage your profile and reminders

Update your details and language, shape your study sessions, and choose how reminders reach you.

Profile settings in the web app holds your personal details, your study planning preferences and your reminder settings. Changes apply only to your own account. To link your Google calendar, see Connect Google Calendar.

Watch the video for this guide at docs.coursecadence.app/manage-your-profile-and-reminders.

Update your details and language

1. In the web app, click the person icon in the top-right corner.
2. Click **Profile settings**. The **Personal** section opens.
3. (Optional) Change your **First name** or **Last name**.
4. (Optional) Select your **Time zone**. Reminders and calendar times use it.
5. (Optional) Under **Language**, select **English** or **Spanish**.
6. (Optional) Under **Accent color**, click a color. The app previews it as you choose.
7. Click **Save changes**.

You see **Profile updated.** If you changed the language, the app now shows in that language. In Spanish, the setting is called **Idioma** and the button is **Guardar cambios**.

Your **Email** is your sign-in and can't be changed here. Under **Background image** you can also click **Upload image** to add a photo behind the app.

> **Note:** If you leave a section with unsaved changes, CourseCadence asks **Save profile changes?** Click **Save & leave**, **Discard** or **Keep editing**.

Set your study planning preferences

Study sessions are blocks of time CourseCadence plans for you to work on a course. These settings shape the sessions it suggests, for example when you click **Plan next week** on the calendar.

1. Go to **Profile settings** > **Study planning**.
2. Under **Study sessions**, change any of these:
   - **Preferred session length**: how long each session lasts.
   - **Most sessions to suggest at once**: the most sessions one plan adds.
   - **Travel buffer around each class**: free minutes kept before and after each class.
   - **Weekday start** and **Weekend start**: the earliest time a session can begin.
   - **Friday/Saturday end**: the latest time a session can end on those days.
   - **Rest day**: a day with no sessions.
   - **Minimum break between sessions**: the gap between two sessions.
   - **Most sessions per day** and **Maximum study time per day**: your daily limits.
3. Click **Save changes**.

You see **Profile updated.** Study sessions you plan from now on follow the new settings. Sessions already on your calendar don't move.

Choose how you get reminders

Reminders always appear on the **Notifications** page. You can also get them by email or as push notifications.

1. Go to **Profile settings** > **Notifications**.
2. Under **Reminders**, select **Email reminders**, **Push notifications (browser or mobile app)**, or both.
3. Select a time in **Classes: remind me before**.
4. Select a time in **Course items: remind me before**. This covers exams, quizzes, assignments and other deadlines.
5. (Optional) Select **Quiet hours (no reminders during this window)**, then choose the hours in **From** and **Until**.
6. Click **Save changes**.
7. (Optional) To get push notifications in this browser, click **Enable on this device**, then allow notifications when your browser asks.

You see **Profile updated.** After step 7 you also see **Browser notifications enabled on this device.** To stop them in this browser, click **Disable on this device**. Study session reminders always arrive 10 minutes before the session.

To see your reminders, click the bell icon in the top-right corner. The **Notifications** page lists each reminder with its time. Click **Open calendar** on a reminder to go to it, or click **Mark all as read** to clear the unread count.

Take the learning style assessment

The learning style assessment is optional. It asks six short questions and shows your mix of visual, auditory, reading/writing and kinesthetic learning.

1. Go to **Profile settings** > **Study planning**.
2. Under **Learning preferences**, click **Start assessment**.
3. Click the answer that fits you best for each question.

After the last question, you see **Saved to your profile.** and your results under **Your learning style**, with study methods for each style. To take it again, click **Retake**.

See also

- Plan study sessions
- Connect Google Calendar
- Use the calendar
- Sign in and sign out