

# How to turn off notifications on Skype

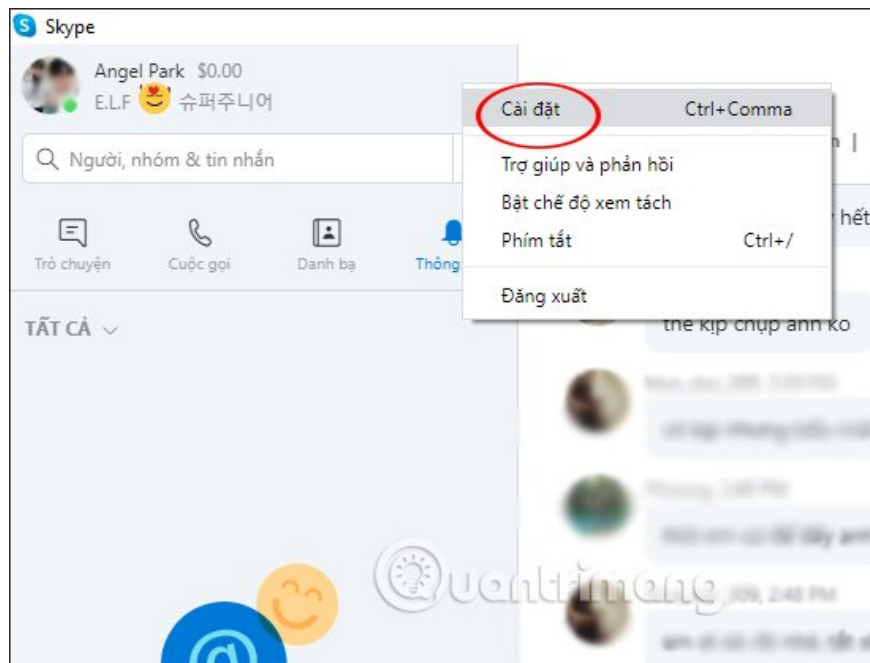
Any new notifications on Skype will be displayed via audio, so they can accidentally affect your work on Skype. So how to turn off Skype notifications?

The messaging and video call applications all set notifications for the latest information so that users do not miss any messages or video calls. On Skype, notification items are set up in a separate interface, helping users adjust when necessary. If you do not want to be disturbed while working on Skype or group meetings on Skype Meet now, make changes to the notification below.

## Instructions to enable / disable notifications on Skype

### Step 1:

At the interface on Skype we click on **the icon 3 dots** and select **Settings** in the menu displayed.



### Step 2:

Display setup interface for Skype. Here you click on **the Notification section** . Then look to the right to see all the notification content for us to change.

First of all at **the Public Notification group** you will have notification options including:

1. Chat notifications: Skype will show a notification at the bottom of the screen when there are any new messages.
2. Contact comes online notification: When someone is online, Skype will display the notification.
3. Reactions: You will receive a notification when someone sends an expression, quote, . with your message.
4. Notifications sounds: Skype will sound a notification that you have received a new message.
5. Tips & Tricks: Show notifications with new updates from Skype. Some important notices will still show even if you turn this option off.
6. Scheduled call notifications: Receiving a notification from Skype when it's a scheduled call.
7. Poll notifications: Get notifications about polls on Skype.



#### **Notification options when Do not disturb mode is enabled:**

1. Show chat notifications: If this option is turned off, you will not receive any notifications.
2. Show call notifications: When this option is turned off, you will not receive notifications when a call comes in.

#### **Lastly, an email notification:**

1. Missed chat reminders: Skype sends emails when it detects you have missed conversations for 72 hours.
2. Missed call reminders: Optionally receive emails about missed calls for 72 hours.

So depending on each person that we adjust the notice on Skype accordingly.



See more:

1. [hide Skype chat](#)
2. [How to turn off notifications viewed on Skype](#)

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