

Report From Email Addresses Setup

Last Modified on 07/02/2026 1:43 pm EDT

Setting a From Email Address

[Settings](#) > [General Settings](#) > [Email Settings](#)




In this screen, scroll down to the **Report From Email Addresses** section.

Email Settings allows the setup and permissions for **From** Emails to send reports.

Report From Email Addresses:				
Label	Description	Email Address	Permissions	Sort Order...
Neighborhood YMCA	Administrator Email	admin_noreply@sgasoftware.app	All Users	0
Dft From Email	Dft From Email	noreply_noreply@sgasoftware.app		0
Campaign	Used as from email address for campaigns (marketi...	campaign_noreply@sgasoftware.app	All Users	0
test	Test 2	test_noreply@sgasoftware.app	All Users	0

When setting up a new email address, click the plus sign + icon.

Report From Email Addresses:

Label	Description
Neighborhood YMCA	Administrator Email

- **Label:** This is the name of the email address (Ex, Childcare team)
- **Description:** describes the intended purpose of the email
- **Email Address:** Email addresses are hard-coded to end in "_noreply@sgasoftware.app". The initial text of the email address can be customized.
- **Sort Order:** Used to control the order in which the names appear.
- **For:** This sets up the permissions. (All Users or User/Group)

If it is for a specific user or group, they would be added to a list in the grid.

Click **Save**.






New From Email

Label:

Description:

Email Address:

For:

Type	User/Group
Group	Executive Directors