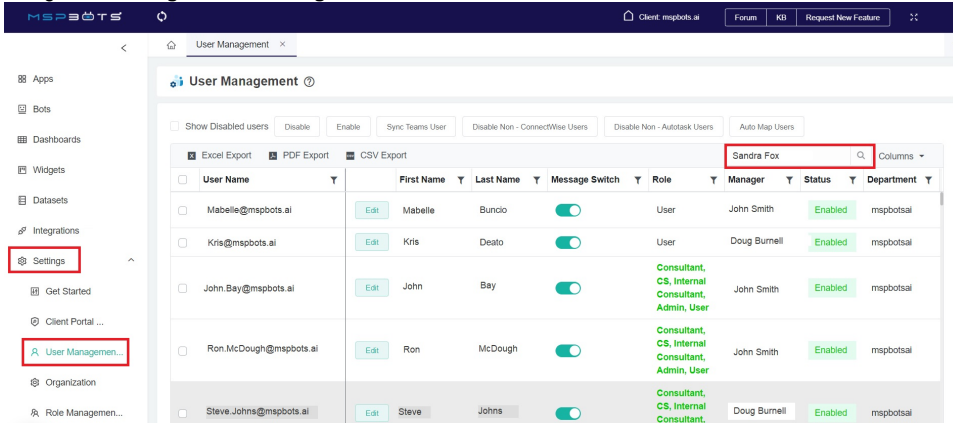# How to Stop Receiving Bot Alert Messages
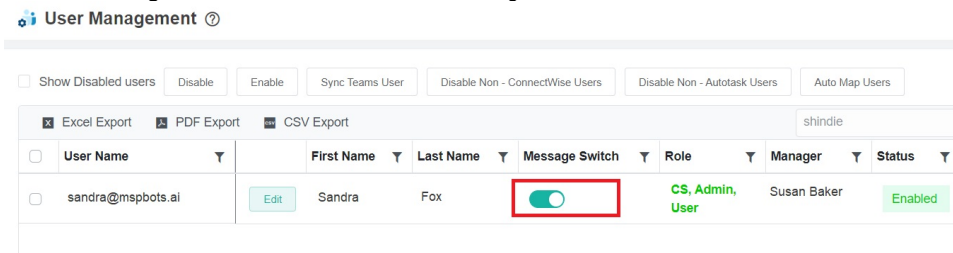
You may choose to disable the option to send alert messages to a specific user. This is done by disabling the Message Switch in User Management.
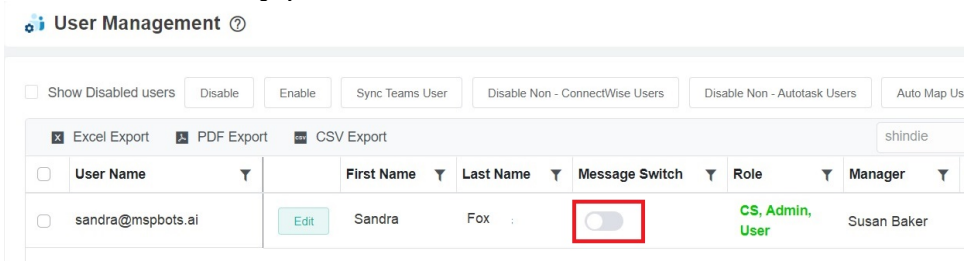
To configure MSPbots to stop sending alerts:

1. Navigate to **Settings** > **User Management**.

2. On the User Management tab, search for the user.
3. Click the **Message Switch** for the user to turn the messages off.

Once off, the switch will turn gray.

Important: Turning off the Message Switch means that the user will stop receiving messages from all bots. This switch has a global effect on all available and activated bots.

Related Topics

- Activating a Bot on the MSPbots App
- How to Create a Bot from a Widget
- How to Disable a User Account in the MSPbots App
- How to Create or Modify Halo Tickets using a Rest API-based Bot
- What are the Trigger and Alert columns for bots?