

Editing Club Communication Preferences and Opting In or Out of Sharing Personal Information

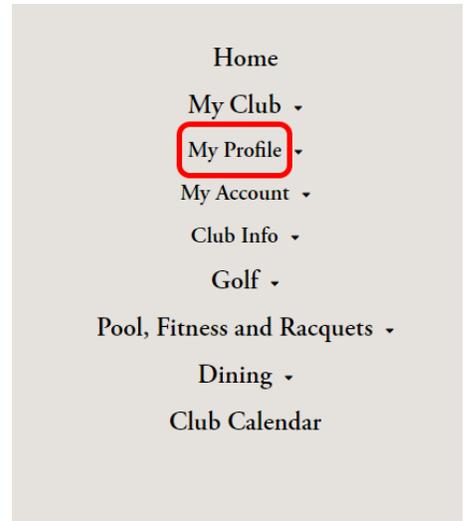
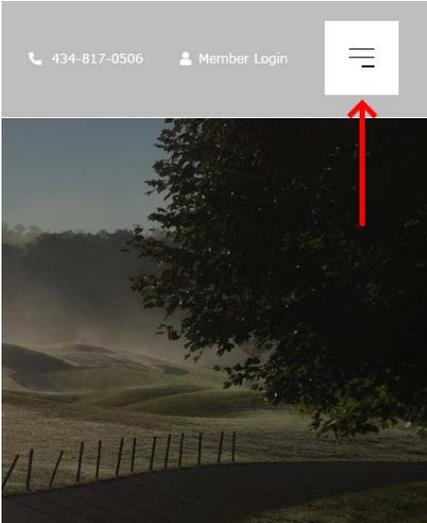
Open the navigation menu

...

Click on the dropdown next to “My Club”

...

Click on “My Profile”



On this “my profile” screen is information that is visible only to you. There is no need to opt out of sharing information listed under “my profile.” You can edit this information by clicking “edit” in the upper right:

MY PROFILE

[Edit](#)



DOE, JOHN

Member Number	9999
Member Since	04/28/2024
Member Type	Honorary Membership
Member Status	Active

Personal Information

Date of Birth 01/01/1979

Contact Information

Cell Phone #	434-555-5555
Home Phone #	434-555-5555
E-mail (Primary)	primary@example.com

Scroll down the “my profile” page to see options for club communications. Checking boxes in this column subscribes you to communications for specific club activities:

MY EMAIL PREFERENCES

Check the boxes below to receive emails related to your interests

 Update



Category Name:	Email Addresses:
Aquatics News	<input checked="" type="checkbox"/> primary@example.com
Fitness Class Updates	<input checked="" type="checkbox"/> primary@example.com
General Member Update Emails	<input checked="" type="checkbox"/> primary@example.com
Golf News	<input checked="" type="checkbox"/> primary@example.com
GWGA	<input checked="" type="checkbox"/> primary@example.com
Racquets News	<input checked="" type="checkbox"/> primary@example.com
Silver Eagles	<input checked="" type="checkbox"/> primary@example.com
Special Club Events	<input checked="" type="checkbox"/> primary@example.com
Weather Announcements	<input checked="" type="checkbox"/> primary@example.com
Wine Events	<input checked="" type="checkbox"/> primary@example.com

Check the box next to "primary email" below to unsubscribe from all club email lists

Primary E-mail
 primary@example.com

The emails the club has been sending out are considered “General Member Update Emails.” To keep receiving those without receiving any other communications, check only that box:

MY EMAIL PREFERENCES

Check the boxes below to receive emails related to your interests

 Update



Category Name:	Email Addresses:
Aquatics News	<input type="checkbox"/> primary@example.com
Fitness Class Updates	<input type="checkbox"/> primary@example.com
General Member Update Emails	<input checked="" type="checkbox"/> primary@example.com
Golf News	<input type="checkbox"/> primary@example.com
GWGA	<input type="checkbox"/> primary@example.com
Racquets News	<input type="checkbox"/> primary@example.com
Silver Eagles	<input type="checkbox"/> primary@example.com
Special Club Events	<input type="checkbox"/> primary@example.com
Weather Announcements	<input type="checkbox"/> primary@example.com
Wine Events	<input type="checkbox"/> primary@example.com

Check the box next to "primary email" below to unsubscribe from all club email lists

Primary E-mail
 primary@example.com

Note that when the new app launches, some communications might be app notifications rather than emails.

To opt out of all club emails, check the “primary email” box at the bottom of the screen. If that box is checked, it will override all other checkboxes and you will receive no communications from the club, excepting monthly statements. Be sure to click on “update” when done:

Check the boxes below to receive emails related to your interests [Update](#)

Category Name:	Email Addresses:
Aquatics News	<input checked="" type="checkbox"/> primary@example.com
Fitness Class Updates	<input checked="" type="checkbox"/> primary@example.com
General Member Update Emails	<input checked="" type="checkbox"/> primary@example.com
Golf News	<input checked="" type="checkbox"/> primary@example.com
GWGA	<input checked="" type="checkbox"/> primary@example.com
Racquets News	<input checked="" type="checkbox"/> primary@example.com
Silver Eagles	<input checked="" type="checkbox"/> primary@example.com
Special Club Events	<input checked="" type="checkbox"/> primary@example.com
Weather Announcements	<input checked="" type="checkbox"/> primary@example.com
Wine Events	<input checked="" type="checkbox"/> primary@example.com

Check the box next to "primary email" below to unsubscribe from all club email lists

Primary E-mail
 primary@example.com

Opting Out of Sharing Personal Information

From the “My Profile” screen, click on “My Settings” in the top menu bar:

The screenshot shows the 'My Profile' page. At the top, there is a navigation bar with the following items: VIEW PROFILE, ADDRESSES, CHANGE PASSWORD, and MY SETTINGS. A red arrow points to the 'MY SETTINGS' item. Below the navigation bar, the page title is 'MY PROFILE'. On the left, there is a placeholder for a profile picture. To the right of the profile picture, the name 'DOE, JOHN' is displayed. Below the name, there are four rows of member information: Member Number (9999), Member Since (04/28/2024), Member Type (Honorary Membership), and Member Status (Active, indicated by a green checkmark). At the bottom of the page, there are two tabs: 'Personal Information' and 'Contact Information'.

The top part of the screen has checkboxes for opting in. A check in any of these boxes will display that piece of your information to other members when they view your profile in the member directory, once the member directory launches:

MY SETTINGS

My Club — My Profile — My Settings

VIEW PROFILE ADDRESSES CHANGE PASSWORD **MY SETTINGS**

VISIBILITY IN THE MEMBER DIRECTORY

Save

Check the boxes below to show the following

<input type="checkbox"/> Show Member Number	<input checked="" type="checkbox"/> Show Nick Name	<input checked="" type="checkbox"/> Show Picture
<input checked="" type="checkbox"/> Show Date of Birth	<input checked="" type="checkbox"/> Show Occupation	<input type="checkbox"/> Show Business Phone
<input checked="" type="checkbox"/> Show Cell Phone	<input type="checkbox"/> Show Home Phone	<input type="checkbox"/> Show Primary Email
<input type="checkbox"/> Show Secondary Email	<input type="checkbox"/> Show Name Suffix	<input type="checkbox"/> Show Name Prefix
<input type="checkbox"/> Show Member Type		

Check the box below to hide all personal information

Hide Profile

Save

To opt out of sharing all your information with one click, check the “Hide Profile” box below. Be sure to hit “save” when done. Note that this opt out checkbox overrides all of the opt in boxes above it.

MY SETTINGS

My Club — My Profile — My Settings

VIEW PROFILE ADDRESSES CHANGE PASSWORD **MY SETTINGS**

VISIBILITY IN THE MEMBER DIRECTORY

Save

Check the boxes below to show the following

<input type="checkbox"/> Show Member Number	<input checked="" type="checkbox"/> Show Nick Name	<input checked="" type="checkbox"/> Show Picture
<input checked="" type="checkbox"/> Show Date of Birth	<input checked="" type="checkbox"/> Show Occupation	<input type="checkbox"/> Show Business Phone
<input checked="" type="checkbox"/> Show Cell Phone	<input type="checkbox"/> Show Home Phone	<input type="checkbox"/> Show Primary Email
<input type="checkbox"/> Show Secondary Email	<input type="checkbox"/> Show Name Suffix	<input type="checkbox"/> Show Name Prefix
<input type="checkbox"/> Show Member Type		

Check the box below to hide all personal information

Hide Profile

Save

To have only your name visible in the member directory with no personal information visible, uncheck every box in the top part of the screen and leave the “Hide Profile” box below unchecked also. Checking the “Hide Profile” box will hide your name from the member directory, in addition to hiding all of your personal information.