

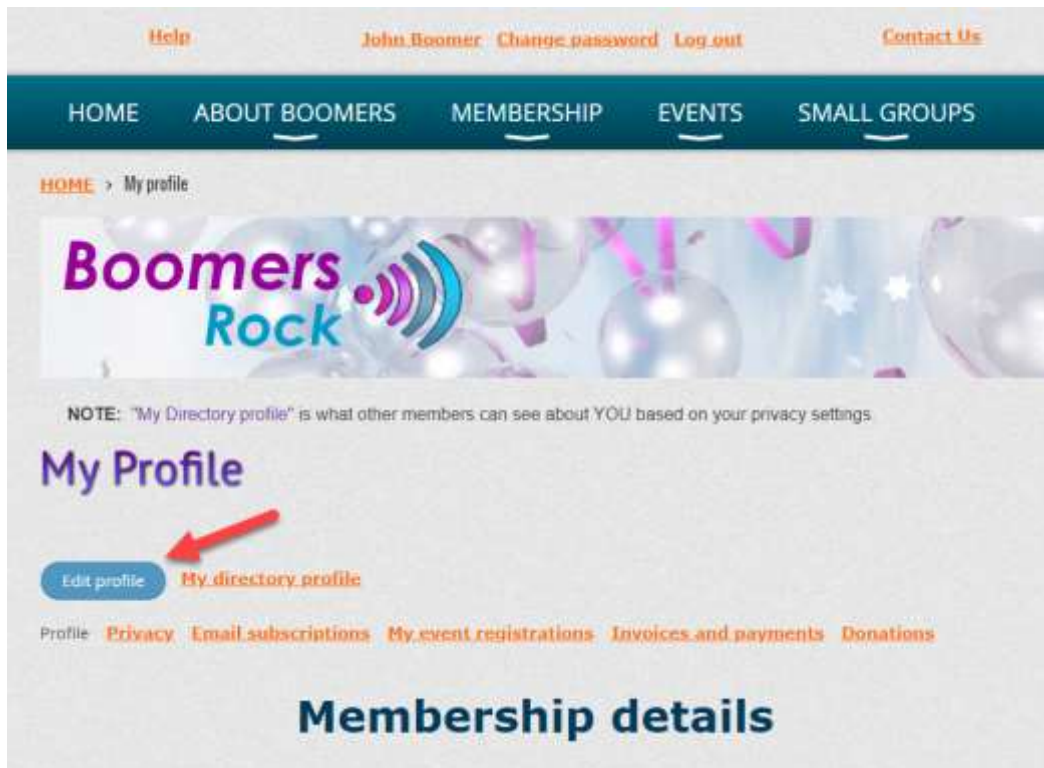
# Updating Your Profile

Depending on how your Boomers Rock site is set up, information about you may be visible to other members. You update your personal information from your member profile and control what information is visible to other members.

Once you are logged into your Boomers Rock account, a link will appear to your member profile. Depending on how your Boomers Rock site was set up, the link will appear as your name or as **View profile**. Click on your name and Edit profile screen is appears.



From the **My profile** screen that appears, click the **Edit profile** button to update your personal information.

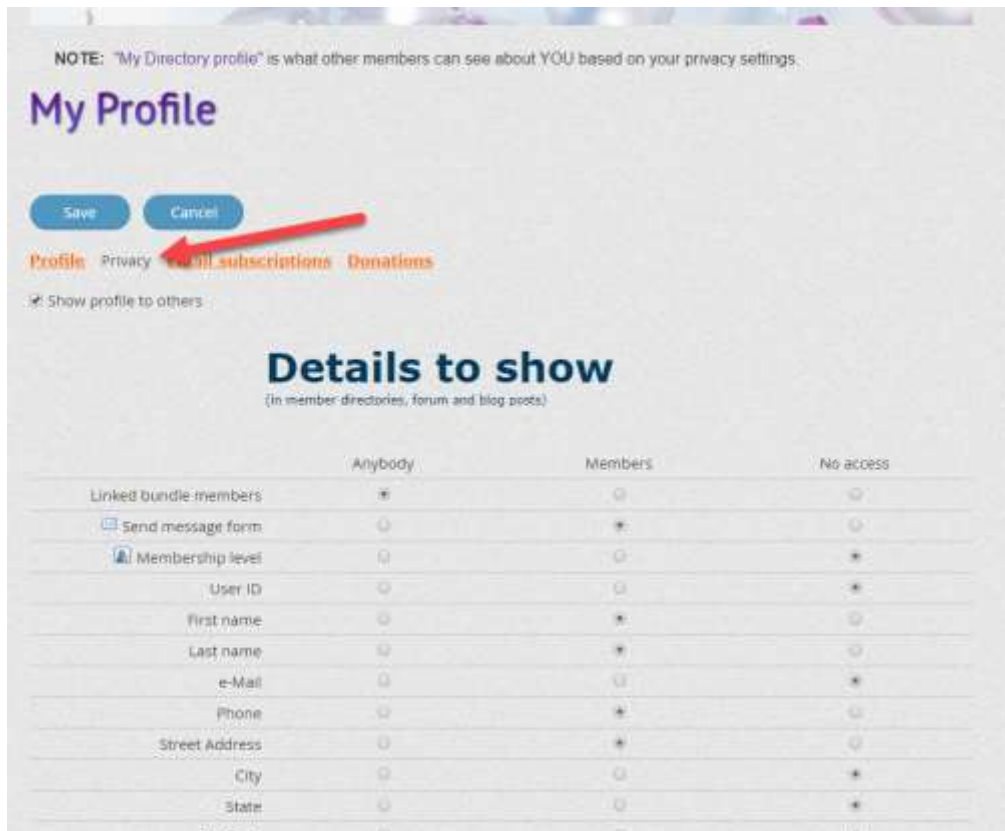


After you've made your changes, click the **Save** button to save them.

## Changing your privacy settings

You can control which information from your member profile will appear to other members found in the Member Directory.

To change your initial privacy settings, click the **Privacy** tab within your member profile then click the **Edit profile** button.



NOTE: "My Directory profile" is what other members can see about YOU based on your privacy settings.

### My Profile

Save Cancel

Profile **Privacy** Email subscriptions Donations

Show profile to others

#### Details to show

(In member directories, forum and blog posts)

|                       | Anybody | Members | No access |
|-----------------------|---------|---------|-----------|
| Linked bundle-members | *       | ○       | ○         |
| Send message form     | ○       | *       | ○         |
| Membership level      | ○       | ○       | *         |
| User ID               | ○       | ○       | *         |
| First name            | ○       | *       | ○         |
| Last name             | ○       | *       | ○         |
| e-Mail                | ○       | ○       | *         |
| Phone                 | ○       | *       | ○         |
| Street Address        | ○       | *       | ○         |
| City                  | ○       | ○       | *         |
| State                 | ○       | ○       | *         |

To change the privacy level for an item, click the circle under the appropriate column to limit access to anybody, members only, or no one.

NOTE: "My Directory profile" is what other members can see about YOU based on your privacy settings.

## My Profile

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Profile Privacy **Email subscriptions** Donations

Show profile to others

### Details to show

(In member directories, forum and blog posts)

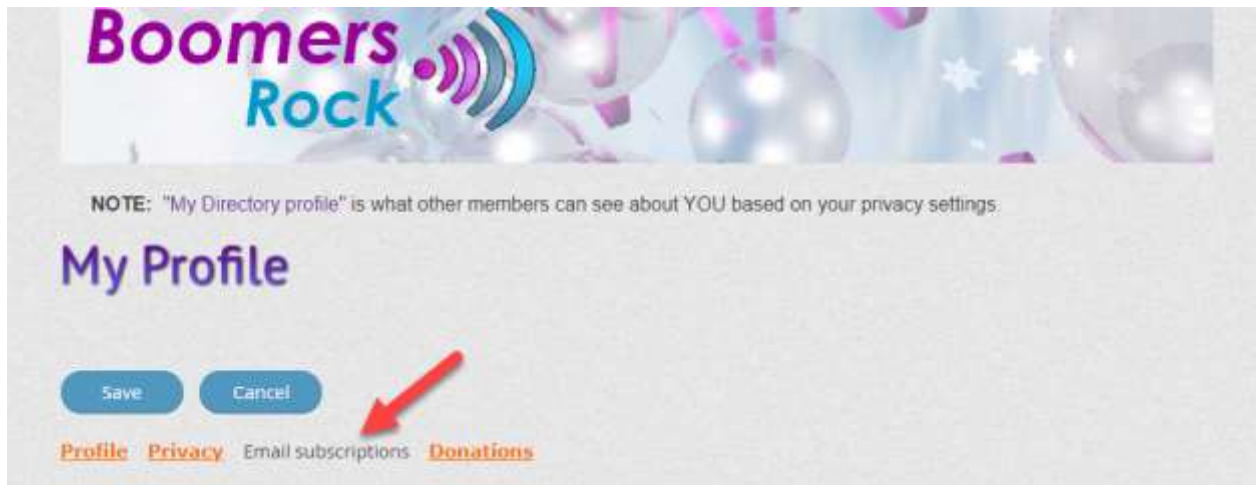
|                                            | Anybody               | Members               | No access             |
|--------------------------------------------|-----------------------|-----------------------|-----------------------|
| Linked bundle members                      | *                     | <input type="radio"/> | <input type="radio"/> |
| <input type="checkbox"/> Send message form | <input type="radio"/> | *                     | <input type="radio"/> |
| <input type="checkbox"/> Membership level  | <input type="radio"/> | <input type="radio"/> | *                     |
| User ID                                    | <input type="radio"/> | <input type="radio"/> | *                     |
| First name                                 | <input type="radio"/> | *                     | <input type="radio"/> |
| Last name                                  | <input type="radio"/> | *                     | <input type="radio"/> |
| e-Mail                                     | <input type="radio"/> | <input type="radio"/> | *                     |
| Phone                                      | <input type="radio"/> | *                     | <input type="radio"/> |
| Street Address                             | <input type="radio"/> | *                     | <input type="radio"/> |
| City                                       | <input type="radio"/> | <input type="radio"/> | *                     |
| State                                      | <input type="radio"/> | <input type="radio"/> | *                     |

If you uncheck the **Show profile to others** option, you won't appear in any member directories.

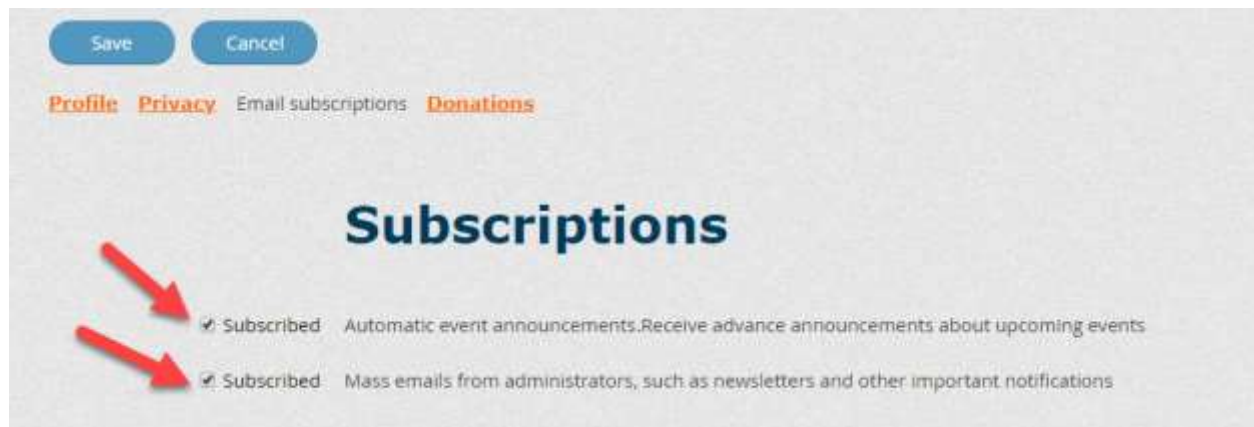
Once you are finished changing your privacy settings, click the **Save** button.

## Setting your email preferences

From your member profile, you can choose whether you wish to receive Boomers Rock emails, and if so, which kinds of emails you want to receive. To set your email preferences, click the **Email subscriptions** tab within your member profile then click the **Edit profile** button.



You can now indicate whether you consent to receive emails from Boomers Rock. If you agree to receive emails, you can then choose the type of message you want to receive.



There are two types of emails you can control:

- **Event (Meetings and Events) notifications** – automatic event emails such as event announcements (sent to people not yet registered) and event reminders (sent to registered attendees only)
- **Manual email blasts** – email blasts sent by site administrators

When you first join, you will have event notifications and email blasts turned on.

The Forum subscriptions portion is not accessible as we currently do not support forums.

After you have made your choices, click **Save**.

The email settings above do not affect other automatic emails such as membership renewal reminders and invoices/receipts. Only administrators can disable those emails.