

MANAGE YOUR PRIVACY SETTINGS

Your privacy settings determine whether you appear in the online directory.

We recommend selecting “Anyone in the church” for your Primary Home Address, Primary Email Address and Primary Phone Number so our members can use Realm like a true church directory.

Privacy settings: mobile view

1. Log in to the Realm Connect app from your mobile device or tablet using your email address and password.
2. Click More (...) from the bottom menu.
3. Click your Profile picture in the upper left corner.
4. Click My Profile to go to your profile page. From your profile page, you can select the pencil icon Edit tool to the right of your profile details to make changes or add the missing information and indicate who can see the information.
 - a. **We recommend selecting “Anyone in the church” for your Primary Home Address, Primary Email Address and Primary Phone Number so our members can use Realm Connect like a true church directory.**
5. By selecting Anyone in the church, your profile will be visible to other church members in both the online & print directory.

Privacy settings: desktop view:

1. Log in to Realm Connect at www.onrealm.org using your email address and password.
2. Click your name in the upper right corner.
3. Click the blue Manage Privacy button underneath your profile picture.
4. Now you are on the Manage Privacy screen. **We recommend selecting “Anyone in the church” for your Primary Home Address, Primary Email Address and Primary Phone Number so our members can use Realm Connect like a true church directory.**
 - a. You can also click Custom Privacy to choose different privacy levels for specific contact fields and personal information.