


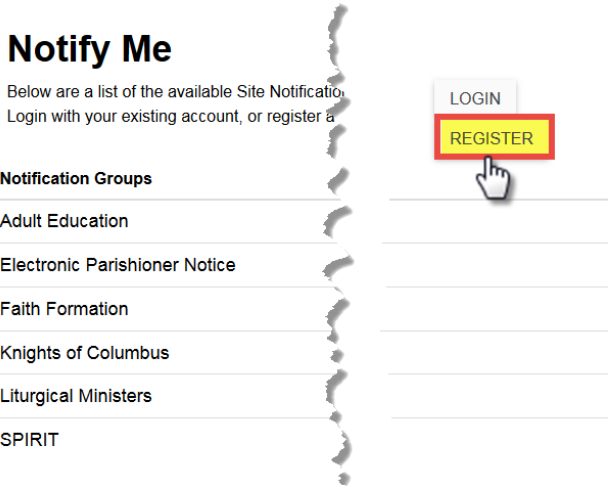
Connect Suite: Notify Me (new subscribers)

NotifyMe is a message alert system that allows you to receive messages via email and text messaging notification.

Anyone can sign up for these notifications and you can subscribe to your specific group or groups of interest.

New Feature: In addition to Notify Me messages (normally sent out with important information during the week or your weekend reminders), you may also receive news or announcements that have been posted on the website as soon as they are published. This feature is a wonderful way to stay connected to news and announcements as they happen.

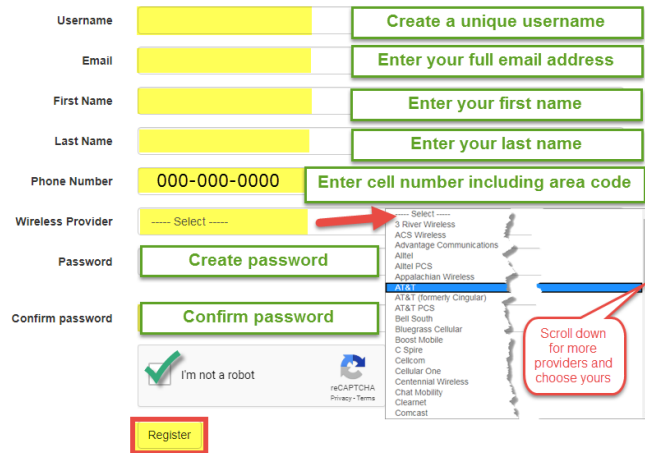
Subscribing to Notify Me – Logging in to the Website Program

<p>Navigate to the church website</p>	<p>https://www.saintpatrickcc.com</p>
<p>Click on the top navigation link labeled Notify Me.</p>	
<p>Click the REGISTER button.</p>	

- Complete the form as indicated.
- Note the format for your cell number and select your provider from the drop-down list.
- Passwords **MUST** be alphanumeric.
- Click the **Register** button.

Alphanumeric refers to the type of Latin and Arabic **characters** representing the numbers 0 - 9, the letters A - Z (both uppercase and lowercase), and some common symbols such as @ # * and &.

Register



- A screen will display to confirm your registration.

Registration Confirmation

Please **check your email** for a link to verify your account.

- Navigate to your email inbox. You should receive an email with a link to facilitate confirming your email address.
- Take note of the username in this field (should reflect what you entered when completing your registration form above).

• Your account was created

 St. Patrick Catholic Church <donotreply@schoolinsites.com>
To

User Account Created

Your username: **Testing**

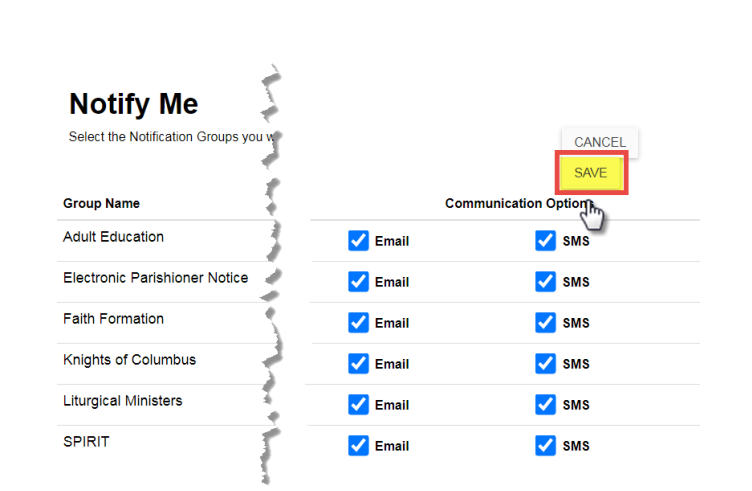
Notice:

In order to protect your account from unauthorized access and to use automated passwo below.

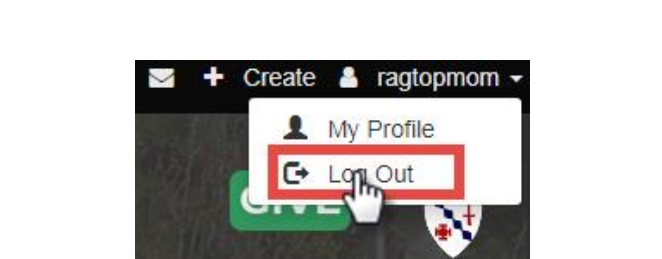
[Confirm My Email Address](#)



<ul style="list-style-type: none"> • A screen displays indicating that your email address has been confirmed. • Do NOT click the “Log In” link from this screen but rather go back to the church website Notify Me section (see next step). 	<div style="text-align: center;"> <h2>Confirm Email</h2> <hr/> <p>Your email address has been confirmed</p> <div style="border: 2px solid green; padding: 5px; display: inline-block;"> <p style="color: green; margin: 0;">go back to the church website Notify Me section</p> </div> </div>
<ul style="list-style-type: none"> • Navigate back to the church website and the Notify Me area. • Click the LOGIN button. 	<p style="color: red; text-decoration: underline;">https://www.saintpatrickcc.com/sys/notifyme/Subscribe</p> <div style="text-align: center;"> <h3>Notify Me</h3> <p>Below are a list of the available Site Notifications. Login with your existing account, or register a new account.</p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: left;"> <p>Notification Groups</p> <ul style="list-style-type: none"> Adult Education Electronic Parishioner Notice Faith Formation Knights of Columbus Liturgical Ministers SPIRIT </div> <div style="text-align: right;"> <div style="border: 2px solid red; padding: 2px; margin-bottom: 5px;">LOGIN</div> <div style="border: 1px solid gray; padding: 2px; margin-bottom: 5px;">REGISTER</div> </div> </div> </div>
<ul style="list-style-type: none"> • Enter your username (*see your email for the appropriate username). • Enter your password. • Check to save your password if you like. • Click Login. 	<div style="text-align: center;"> <h3>Login</h3> <div style="border: 1px solid gray; padding: 10px; width: 80%; margin: auto;"> <p>Username</p> <div style="border: 1px solid gray; padding: 2px; margin-bottom: 5px;"> Enter your username here </div> <p>Password</p> <div style="border: 1px solid gray; padding: 2px; margin-bottom: 5px;"> Enter your password here </div> <p><input checked="" type="checkbox"/> Remember Me?</p> <div style="border: 2px solid red; border-radius: 10px; padding: 2px; display: inline-block; margin-left: 20px;"> optional </div> <div style="text-align: right; margin-top: 10px;"> <div style="border: 2px solid red; padding: 5px; display: inline-block;"> Login </div> </div> </div> </div>

<ul style="list-style-type: none"> • Select the desired notification groups and method of communication. (NOTE: SMS = text message) • Click Save. 	
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------

You have now confirmed your desired Notify Me subscription categories. If you have chosen the SMS communication method, you will receive text messages to the phone number entered in your registration profile.

<p>Click in the upper right-hand corner of the website and choose Log Out.</p>	
---------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------