# Welcome to Realm A Better Way to Connect



## What is Realm

ECMN's new online database that allows ECMN to securely store data, and that you can use as a Directory to connect with your peers

## What we need from you

- Create an account ... if you can shop online, you can do this!
- Update your information
- Set your privacy

## What's in it for you

- Better, faster, more accurate information at your fingertips
- Better, more accurate information *ECMN-wide*

## Look for this email



#### **REALM: Join ECMN's New Online Database**

#### Hello

Exciting news! ECMN has a new database called "Realm" and it offers some great new possibilities. Connect with your peers and cohorts, communicate easily with your groups and committees, update your own information and set your own privacy level.

You will have your own "household" account whether you are a household of one or more. It's as easy as shopping online. Create your account today: <a href="https://onrealm.org/ECMN/account/Register?user=StevensonConsulting2%40gmail.com">https://onrealm.org/ECMN/account/Register?user=StevensonConsulting2%40gmail.com</a>

Ready for more adventure? Download the Realm App, "Realm Connect - For Our Church" and connect on the go! You will find the app on Google Play or iTunes. Once you've downloaded the app, use this code "ECMN" to connect the appt to your account.

Questions or need a little help? Contact Sandra Stevenson, your Missioner for Networking, <a href="mailto:sandra.s@episcopalmn.org">sandra.s@episcopalmn.org</a>, or 612-870-3315.

Sincerely,

Your friends at Episcopal Church in Minnesota



#### Having trouble finding the email?

It comes from: <a href="mailto:notifications@onrealmmail.org">notifications@onrealmmail.org</a>

Search for email Subject: "REALM: Join ECMN's New Online Database"

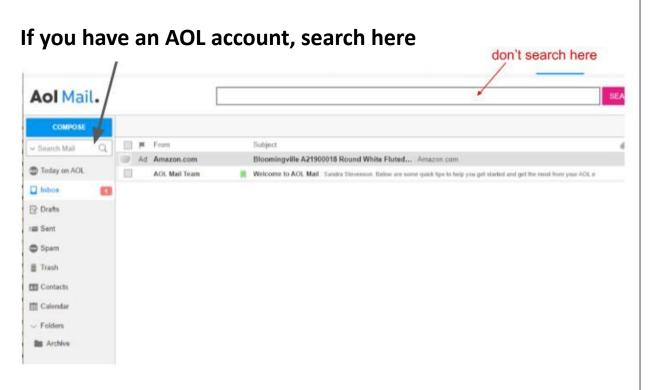
or

"REALM Reminder: Please join ECMN's New Online Database!"

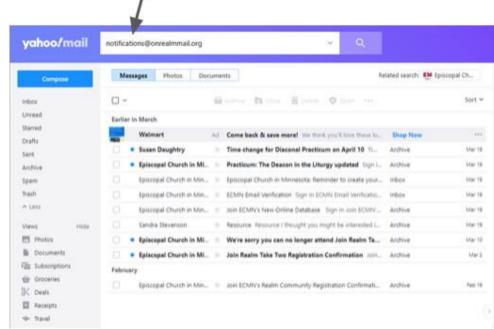


## Don't see the email? It may have landed in your Spam folder

Search your email for: notifications@onrealmmail.org

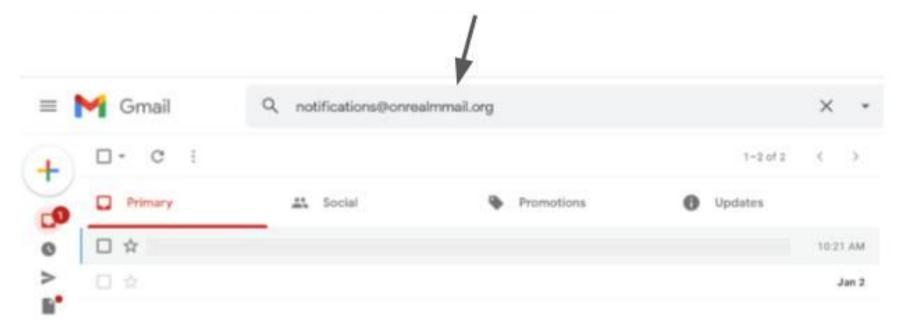


If you have a Yahoo account, search here



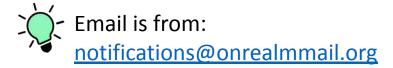
## Search your email for: notifications@onrealmmail.org

#### If you have a Gmail account, search here



# Link takes you here ...

- Create a Password
- Confirm the Password
- Confirm you are not a robot





## Register Sign-up is easy, and it's free! Get started by completing the fields below. **Email Address** FakeEmail@gmail.com Create Password (8 character min) Confirm Password I'm not a robot Privacy - Terms By clicking the register button below, you agree to the Software Services Agreement and you are 13 years of age or older.

#### You will see this message

#### Check your email ...





## Please check your email.

We are sending you instructions to activate your account.

#### For this email

#### Click on the link ...



#### **ECMN: Email Verification**

Hi,

Thank you for joining our online church community!

Before you can sign in, please verify your email to complete your registration.

Verify your email: <a href="https://onrealm.org/ECMN/account/Validate?user=stevensonconsulting2%40gmail.com&token=mjdEkIRSF0lyNvg">https://onrealm.org/ECMN/account/Validate?user=stevensonconsulting2%40gmail.com&token=mjdEkIRSF0lyNvg</a>



Episcopal Church in Minnesota

This message was sent to <u>StevensonConsulting2@gmail.com</u> by ACS Technologies on behalf of this organization.

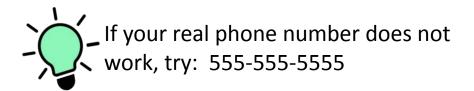
## Verify your phone number

# Please Verify Your Phone Number

For your protection, we ask users to validate their phone number against our records. Once we have verified you, we will send you a confirmation email. Please do not include your phone extension if you have one.

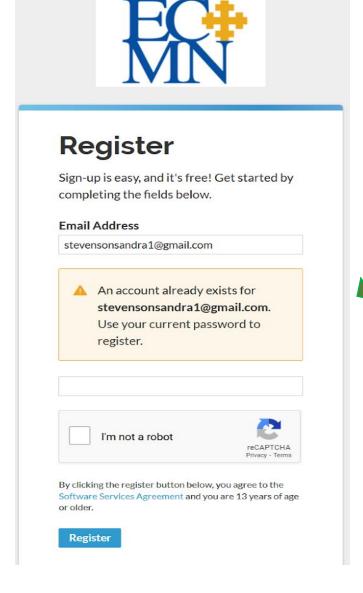
Phone Number \*

Verify Me

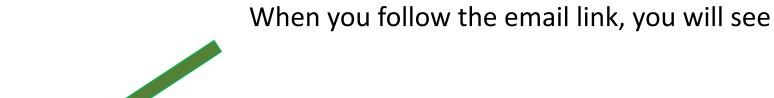


If that doesn't work, reach out to Sandra Stevenson at: sandra.s@episcopalmn.org

### If your faith community is using Realm, you will have a slightly different experience



but don't worry, this won't affect your access to your faith community account

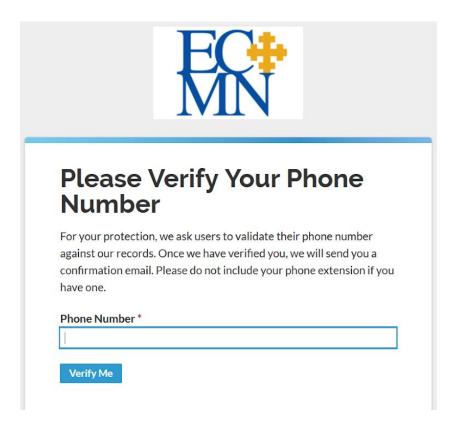


Input the password you use for your church account and check "I'm not a robot" box

Don't worry, Realm will keep the two accounts separate

### Faith community also using Realm, con't

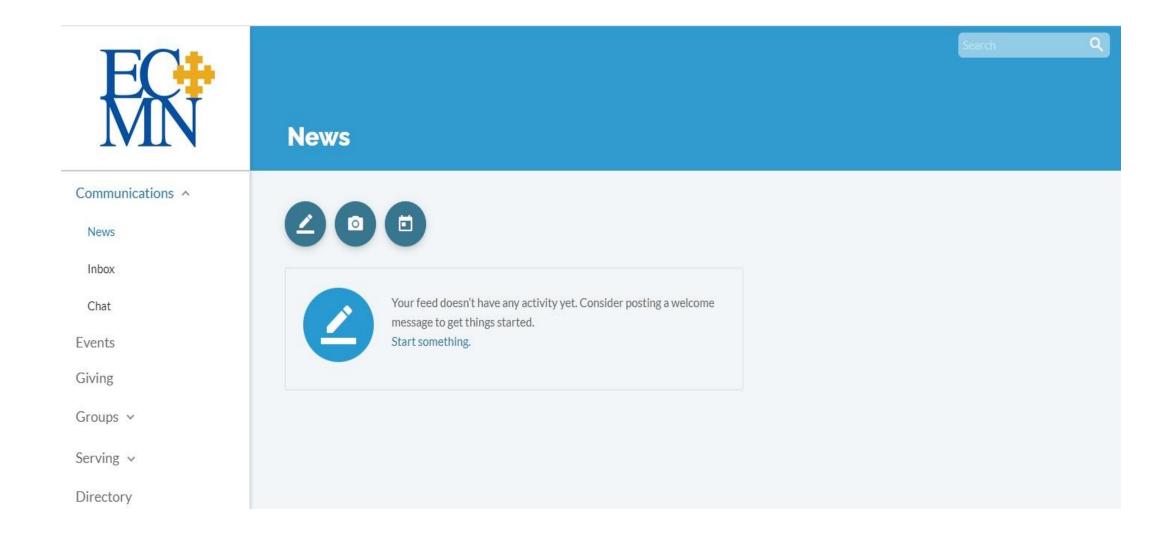
Next, you will be asked to verify your phone number *or* birth month and day



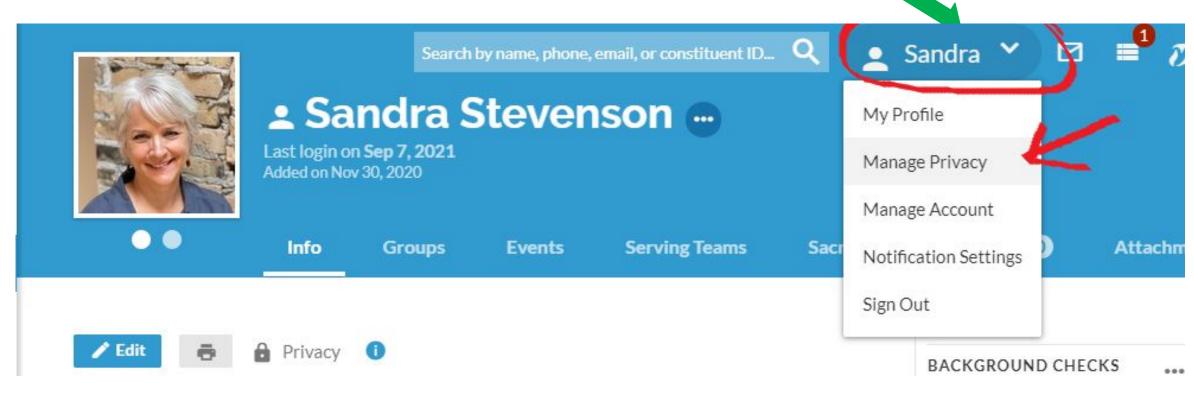
Select the Realm database you wish to access



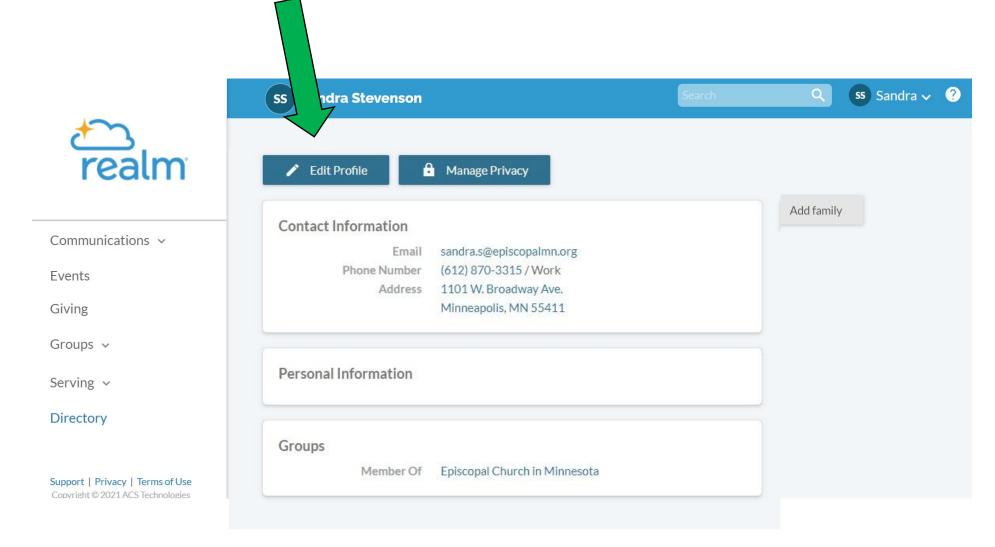
## You're in! Just a few more steps



Select the down arrow next to your name, then My Profile

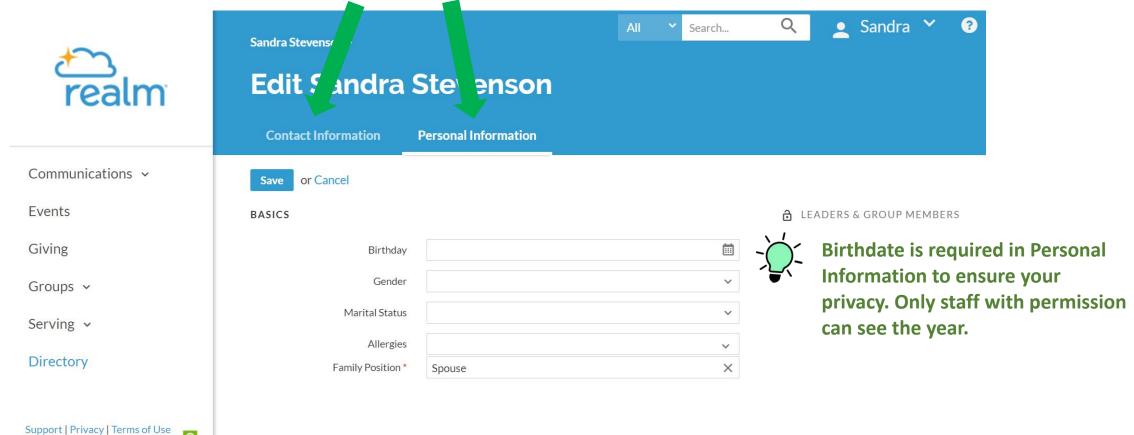


# Update your information: Select Edit Profile

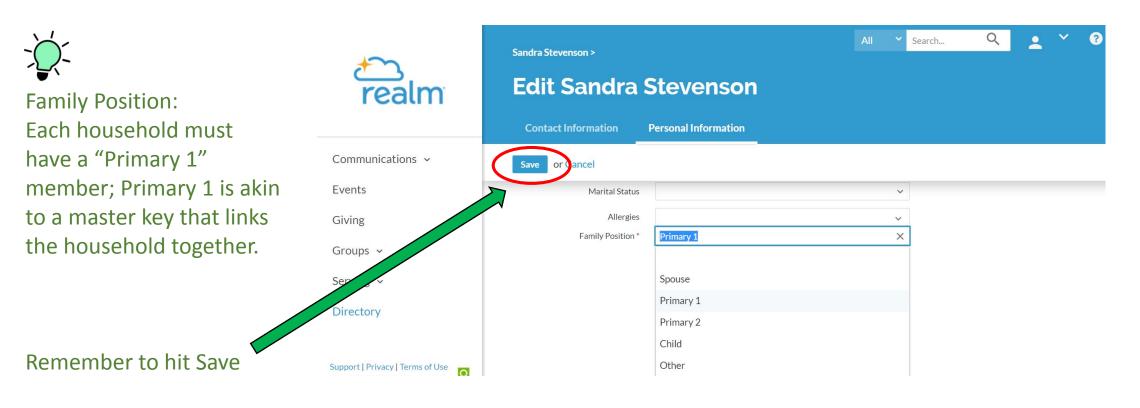


# Edit Contact Information Next edit Personal Information > Save

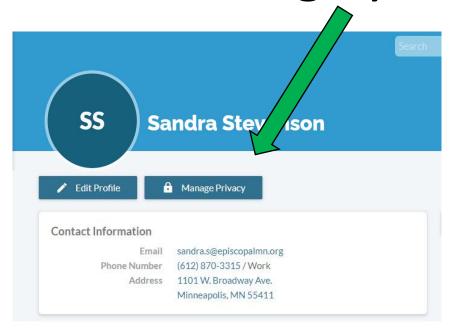
1 ACS Technologies.



# Edit Personal Information con't Select a "Family Position"

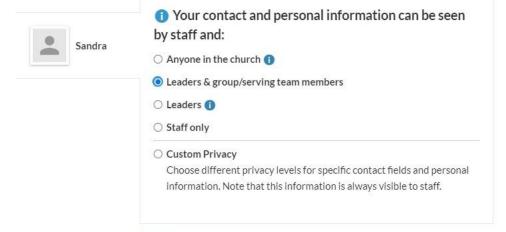


Next, manage your privacy



### **Manage Account Privacy**

Tell us what's ok to share with the church. Also, group meeting hosts' contact info may be visible, regardless.



Set privacy to "Leaders & group/serving team members", or "Anyone in the church".

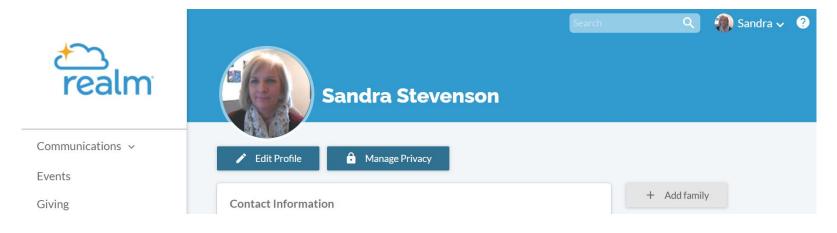
- Anyone at church = others with an account in the ECMN Realm database
- Leaders & group/serving team members = others in a Group to which you belong, i.e. Clergy, Trustees, or a committee

You <u>must select at least</u> "Leaders & group/serving team members" to be included in the Directory.

# Looking for extra credit? Add your photo!

Select the drop down box, then My Profile Click in circle & upload a photo

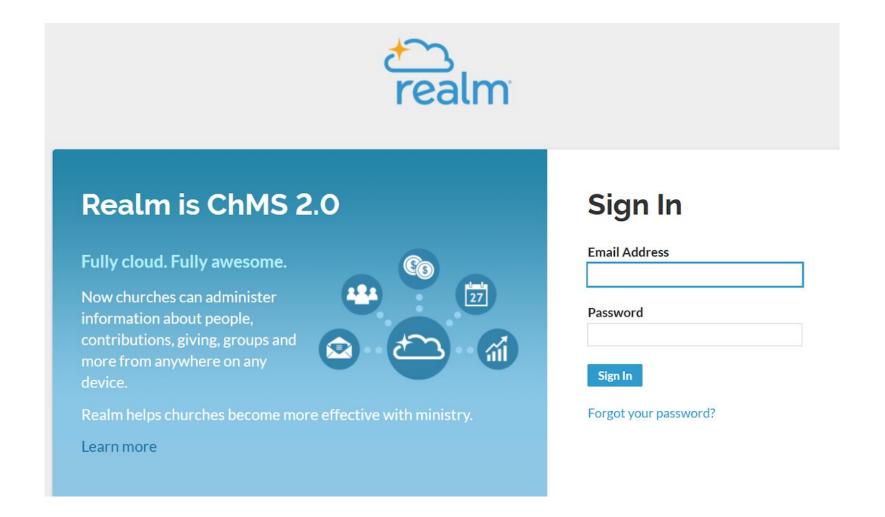




Make it easier for your colleagues to get to know you!

## Make sign in easy next time

Bookmark this URL: www.e.onrealm.org



## That's it!



Thank you for helping to make this new way to connect a success!

Questions? Contact Sandra Stevenson, your Missioner for Networking, <a href="mailto:sandra.s@episcopalmn.org">sandra.s@episcopalmn.org</a>, 612-870-3315