Opting Out of the Directory

All congregants are opted out of the directory by default. If you would like to share your information with other congregants, you will need to opt-in. Every member of your household has the option to opt-in or out as an individual. If you are currently opted in and would like to opt-out, you may do so at any time. To opt-out, please follow these steps:

1. <u>Log into your ChaverWeb account</u> and select "Directory." This is found at the top navigation bar and as a large button on the home screen.

| Watcom | rin year an line actional ladies | mation. You now have as | resi to view and | |
|-------------------------|--|---|--|----|
| please m retieve and | the the appropriate change on optime the change to your ac- | d select save. The coager sound information. Forme | pation efficiencial maker to choose the | |
| Opened | ok top at the top of your men included in the mends | er directory. Thank you | a ville senses de los | K |
| | | | Los Han | 1. |
| | | | 12.12 | - |
| PROFILE | | (CHANGE PARENDAD) | CIRECTOR- | |
| | ACC | JUNT] | 1 | 5 |

2. Select "Privacy Settings," this is a small grey button in the middle of the screen.

| * | Congregation Beth Israel | |
|---|--|--|
| | Directory | |
| | Name (100 horse) (200 partice) | |
| | arighten, and find being | |

3. Select "Edit Your Directory Privacy Settings"

| x | Congregation Beth Israel | |
|---------------|---|--|
| | Directory | |
| | (Jacob) (much samp) | |
| | -> (tarina (bases) (trace terrap) | |
| - | | |
| (A) INCARD EN | | |
| | repurpt it and it with a balance to a second on the product of the second second second second second second se | |

4. A pop-up will appear showing a drop-down menu of the members in your household. Select the member of your household you would like to opt-out and click "Next."

| description of the property of the tradition description of the property of the tradition of the property of the pro | ngregation Beth Israel |
|---|---|
| Tearter: (Rose Chystoler H) | Directory |
| | (Edit New Desition) Privace Settings |
| | |
| | A substruction of a biographic structure beaution fraction service in the |

 On the next screen will be the selected household member's name. Underneath the name will be the option to opt-out or in. Select "Opt-Out" and select "Save."

| Directory Teach Teach Teach Teach | These set income the present of the local set of the loca | gation Beth Israel | |
|--|--|-----------------------------|--|
| Territory Territory Territory (Territory Territory) | | Directory | |
| Inc Device, Prices, Relief | | (here) (here i here i | |
| | | the (Nectory Press Delloge) | |