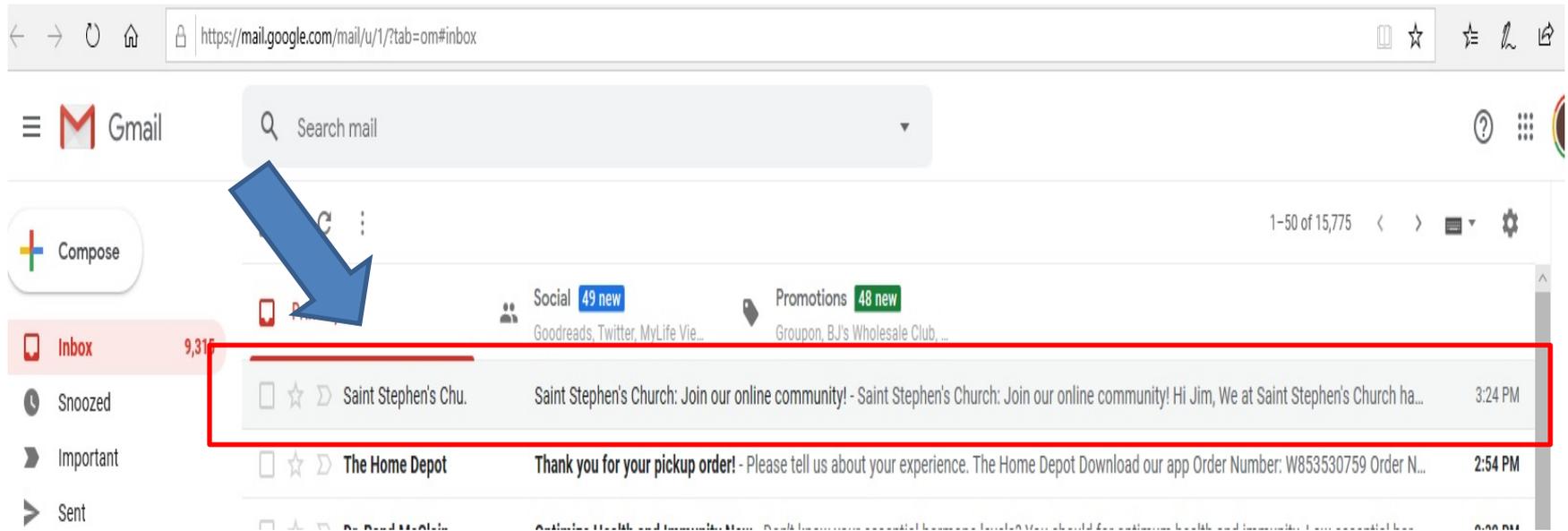


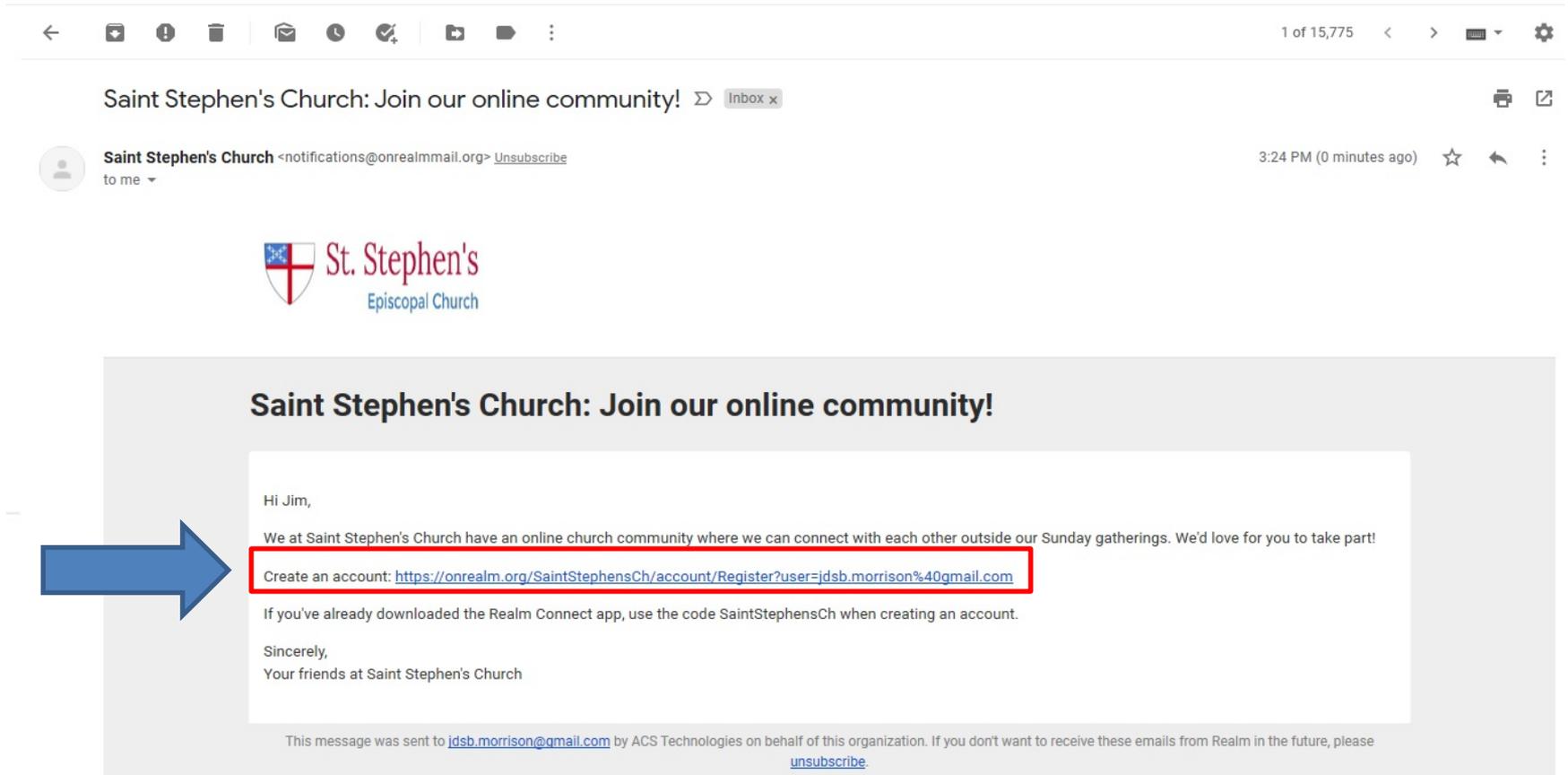
Claiming Your Realm Profile

St. Stephen's  
Episcopal Church

# What your email invitation looks like:



# Open the email and find the registration link.



The image shows an email interface. At the top, there's a navigation bar with icons for back, forward, search, and other actions. The email subject is "Saint Stephen's Church: Join our online community!". The sender is "Saint Stephen's Church <notifications@onrealmmail.org>". The time is "3:24 PM (0 minutes ago)".

The email content starts with the church's logo and name: "St. Stephen's Episcopal Church". The main heading is "Saint Stephen's Church: Join our online community!". The body of the email says:

Hi Jim,

We at Saint Stephen's Church have an online church community where we can connect with each other outside our Sunday gatherings. We'd love for you to take part!

Create an account: <https://onrealm.org/SaintStephensCh/account/Register?user=jdsb.morrison%40gmail.com>

If you've already downloaded the Realm Connect app, use the code SaintStephensCh when creating an account.

Sincerely,  
Your friends at Saint Stephen's Church

At the bottom, there's a footer: "This message was sent to [jdsb.morrison@gmail.com](mailto:jdsb.morrison@gmail.com) by ACS Technologies on behalf of this organization. If you don't want to receive these emails from Realm in the future, please [unsubscribe](#)."

A blue arrow points to the registration link, which is enclosed in a red rectangular box.

Fill out the registration form. If you have already signed up for online giving, scroll to the bottom and use your password to sign in.



## Register

Sign-up is easy, and it's free! Get started by completing the fields below.

**Email Address**

**Create Password** (8 character min)

**Confirm Password**

I'm not a robot 

By clicking the register button below, you agree to the [Software Services Agreement](#) and you are 13 years of age or older.

[Register](#)

**Your password must have:**

- At least 8 characters
- A mix of uppercase/lowercase letters, numbers and symbols

**For your security, avoid:**

- Repeating characters
- Sequences (abc, cba, 123, or 321)
- Any part of your email address

[Why?](#)

[Privacy - Terms](#)

By clicking the register button below, you agree to the [Software Services Agreement](#) and you are 13 years of age or older.

[Register](#)

Already have an account with Saint Stephen's Church? [Sign In](#)

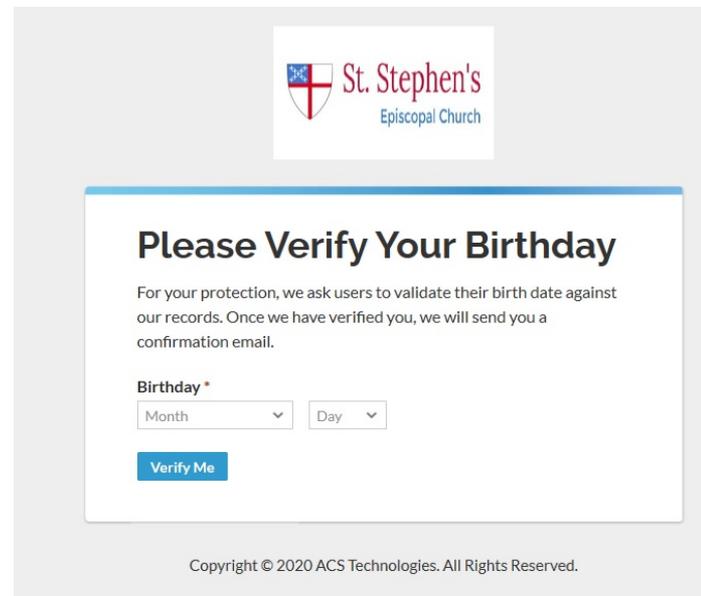
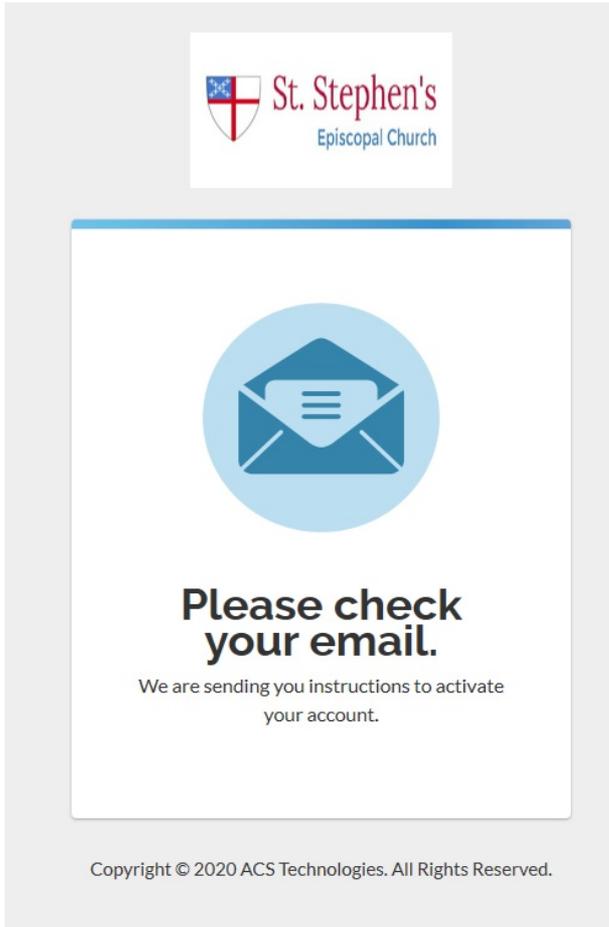
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- Ar
- Why?

It's just like signing up with other online sites: you will need to verify your email. And, as an extra step, your birthday.

This is what the 2<sup>nd</sup> email looks like:



Open and click the link, you will see and extra security step:



# Now you can sign in



## Sign In

Email Address

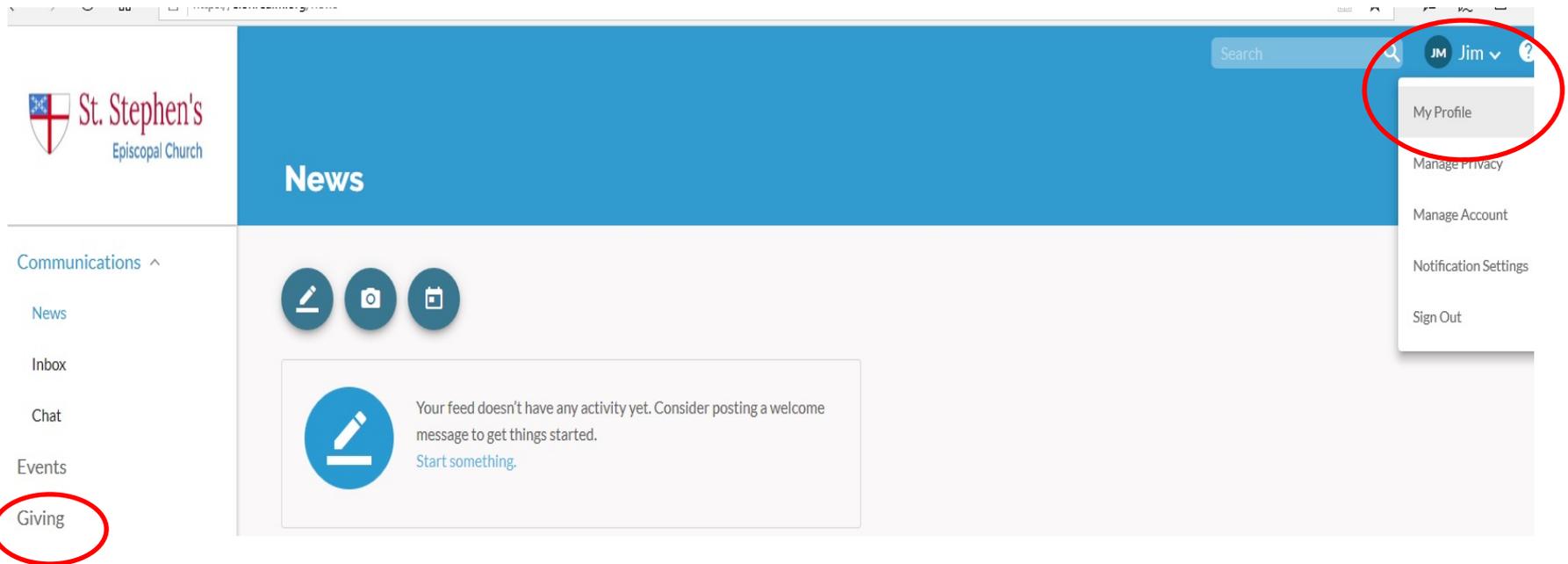
Password

[Sign In](#)

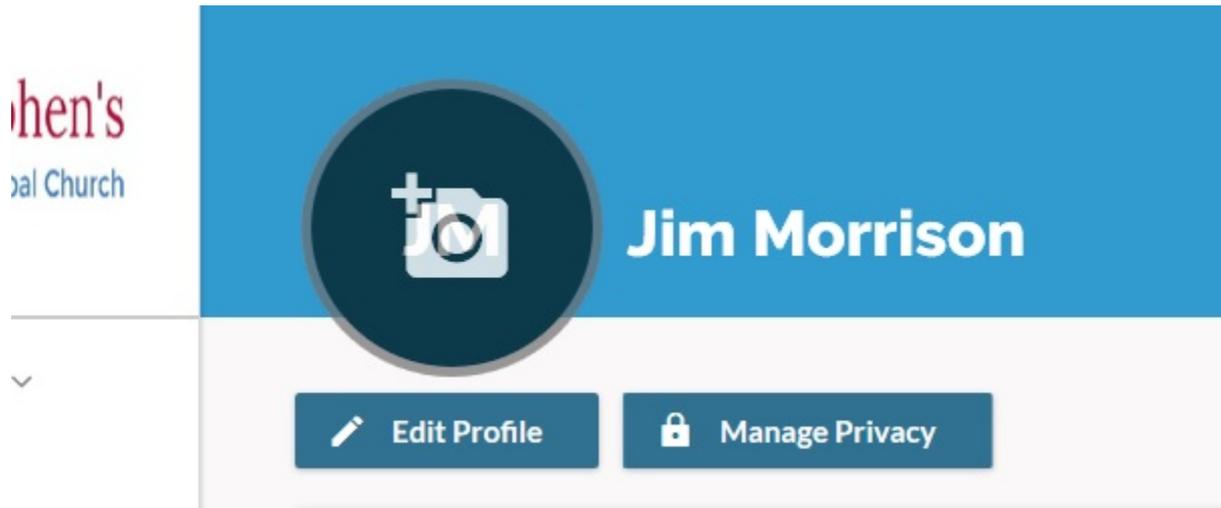
[Forgot your password?](#)

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When you sign in, you will be taken to the news section of the Communications feature. Look for your name in the upper right, click on the drop-down menu and then “My Profile” to see the information St. Stephen’s has about you. You can also go to the left side of the screen and click on the “Giving” feature. That should bring up your giving history.



This is your profile page, you can upload a photo by clicking the circle next to your name. Check out the other features, including the one that allows you to opt into an online directory.



# Now what?

- Poke around, the directory is at the bottom of the list on the left, see who else has signed up.
- The ? To the right of your name on the top right of the page will open a help page for whatever topic is highlighted in blue on the left side.
- Try out the news section? Post a picture? This is different than Facebook because it is exclusive to those invited who have opted in, not open to the whole internet.