

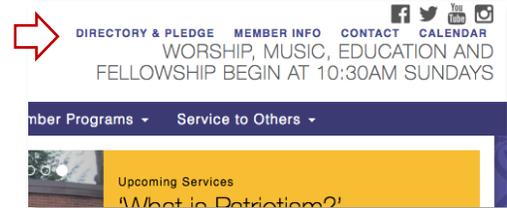
Get Started with REALM

The CUC community platform for connections, committees, events, giving and more – easy and secure.



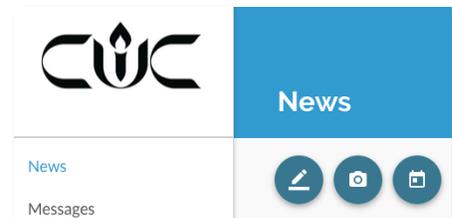
Request an invitation to log in for the first time

1. Go to the CUC website. At the top, click on the link for “DIRECTORY & PLEDGE.” It will take you to a page where you can request an invitation to REALM. Within a few days, you will receive an email from Central Unitarian Church with the subject:
Central Unitarian Church: Join our online community!
Click or copy the link where it says *Create an account:*
2. Create a password and confirm it, then click - Register
3. Check your email for a message from REALM and click the link to verify your account.
4. You will be asked a security question from data in the database. Typically, it is the primary phone number listed in your profile.



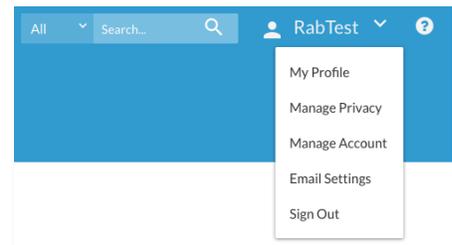
Check News and Messages

The first thing you see on REALM is the News page, with other options shown along the left side of the screen. News covers worship services and events. Messages is for communication with your Groups.



Update your profile

After you have logged in, look for the name of your account in the upper right corner and click on it. Select My Profile from the list. In your profile, you will be able to add a photo, update your contact and personal information and manage your privacy settings. The privacy settings control how much of your information appears in our online directory, which is available only to members and friends of CUC. This can include everyone else in the directory, just your groups and group leaders, or just church staff.



IMPORTANT: Many members have provided CUC with just one email address for the entire household. To work properly, REALM requires that each adult user have a unique email address. Check the email addresses in your family’s profiles and make sure each adult has a unique address.

Use the directory

The online directory lets you connect with the people of our religious community, from mailing addresses and phone numbers to email addresses. It also identifies other family members, groups they belong to, and provides a photo to help with identification. To find a person, just start typing a name in the Search box at top left and matching directory entries will appear.

