

# Subscribing & Managing eNewsletter Subscriptions at Glen Mar


## Signing up for the First Time is easy!

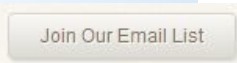
### From your PC:

1. Visit our web page, [www.glenmarumc.org](http://www.glenmarumc.org)
2. Locate and click the **SIGN UP** button at the bottom of the page.



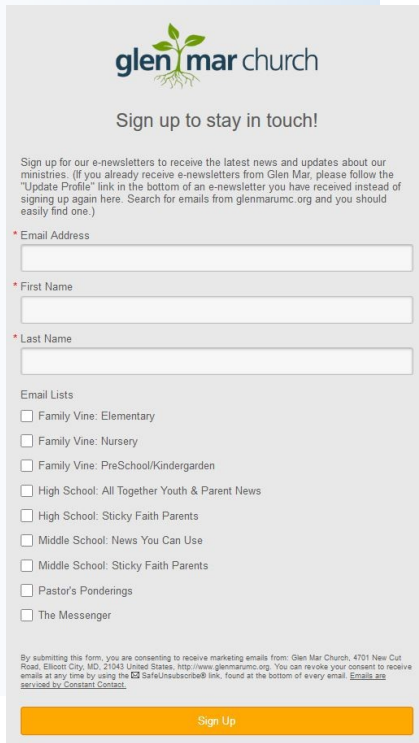
### From your cell phone:

1. Visit our web page, select News from the menu. 
2. Scroll down to find and click the **Join Our Email List** button.



### THEN . . .

3. The **Sign up** page will display, ready for you to select the ways you want to stay informed at Glen Mar Church.
4. Enter your information, make your selections, then click the yellow **Sign Up** button.
5. You are done!



## Managing Current Subscriptions is easy too!

Locate and open a recent email communication from [glenmarumc.org](http://glenmarumc.org). Look at the bottom of the email, for the following:



4701 New Cut Road | Ellicott City, MD 21043 | 410.465.4995 | [www.glenmarumc.org](http://www.glenmarumc.org)

Glen Mar Church, 4701 New Cut Road, Ellicott City, MD 21043

[SafeUnsubscribe™](#) [mary.conley@glenmarumc.org](mailto:mary.conley@glenmarumc.org)

[Forward this email](#) | [Update Profile](#) | [About our service provider](#)

Sent by [marqaret.lang@glenmarumc.org](mailto:marqaret.lang@glenmarumc.org) in collaboration with



There are two ways to make changes to the eNewsletters to which you are subscribed—*this is very useful as your children age into different groups.*

1. Click on **SafeUnsubscribe**.
  - a. Click the radio button **I wish to continue . . .**
  - b. Then make selections/deselections and click **Update Profile**.
  - c. You are done!

-OR-

2. To change your email, name, or to reactivate a deactivated subscription, click **Update Profile**.
  - a. You will see the message to the right.
  - b. Click **Submit**.

- c. You will receive an email with a link to access the update page. The email will look something like this —>
- d. Click on the **Update your profile** link.
- e. The **Update Your Newsletter Subscription** page will display as shown below.
- f. Make changes and click the yellow **Update Profile** button.
- g. You are done!

