

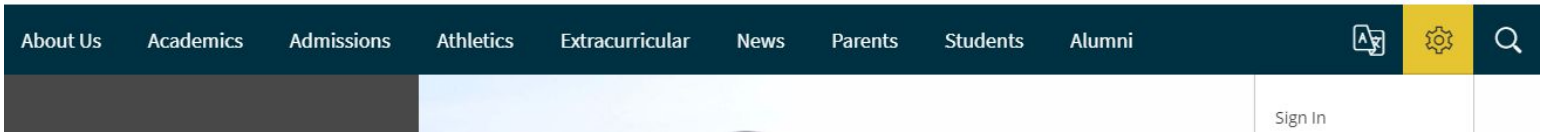
ACT NOW: YOU MUST SUBSCRIBE TO RECEIVE IMPORTANT MESSAGES

How to subscribe to SVMS eNews

Login to the SVMS website using the *Sign In* link under the gear icon on the top right of the home page. If you have difficulty logging in, please send an e-mail to marketing@svmsnj.org so that your issue can be handled in an efficient manner.



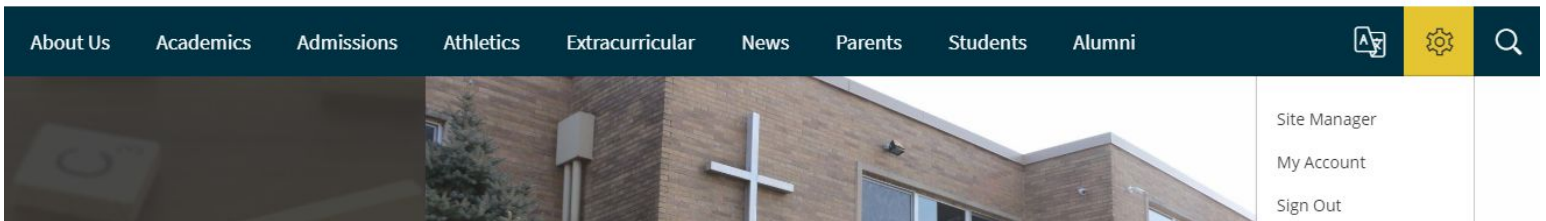
St. Vincent Martyr School
Excellent Education in a Faith-Filled Community



Once you have logged into the website, choose *My Account* from the drop-down menu that appears when you click on the gear icon.



St. Vincent Martyr School
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Once you are on your *Account Settings* page, click on *Subscriptions*. Then, click on *Manage*.

Hi, Vincent Martyr!

Update your personal information and account settings below.

[Sign Out](#)

[Information](#)

[Subscriptions](#)

[Connected Services](#)

[Change Password](#)

[Delete Account](#)

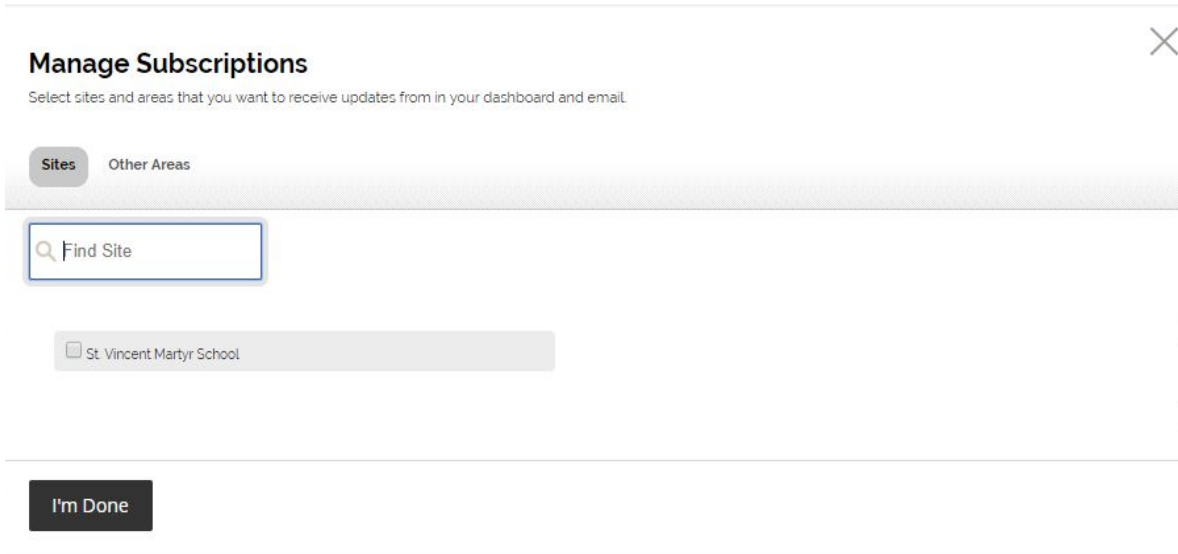
Subscriptions

Manage the sites and areas that matter to you. When certain information is updated in these areas, it will show automatically in your dashboard. Editors can also email you with information about these areas.

[Manage](#)

We noticed that you haven't subscribed to any areas of our website. Click [Manage Subscriptions](#) to get started.

Once you have clicked on *Manage*, a pop-up window will appear. It defaults to *Sites* tab, but you want to navigate to the *Other Areas* tab.



The screenshot shows a 'Manage Subscriptions' pop-up window. At the top left is the title 'Manage Subscriptions' and a close button (X) at the top right. Below the title is the instruction: 'Select sites and areas that you want to receive updates from in your dashboard and email.' There are two tabs: 'Sites' (which is selected) and 'Other Areas'. Below the tabs is a search bar with the placeholder text 'Find Site'. Underneath the search bar, there is a list item 'St. Vincent Martyr School' with a small square checkbox to its left. At the bottom left of the window is a dark button labeled 'I'm Done'.

Click on the *Other Areas* tab.

Manage Subscriptions

Select sites and areas that you want to receive updates from in your dashboard and email.

Sites **Other Areas**

St. Vincent Martyr School ▾ All Channels ▾

<input type="checkbox"/> About Our School St. Vincent Martyr School / About Us / About Our School	<input type="checkbox"/> Contact Us St. Vincent Martyr School / About Us / Contact Us	<input type="checkbox"/> Directions St. Vincent Martyr School / About Us / Directions
<input type="checkbox"/> Staff Directory St. Vincent Martyr School / About Us / Staff Directory	<input type="checkbox"/> Academics Overview St. Vincent Martyr School / Academics / Academics Overview	<input type="checkbox"/> Intermediate Grades (3-5) St. Vincent Martyr School / Academics / Intermediate Grades (3-5)
<input type="checkbox"/> Middle School (6-8) St. Vincent Martyr School / Academics / Middle School (6-8)	<input type="checkbox"/> Preschool & Kindergarten St. Vincent Martyr School / Academics / Preschool & Kindergarten	<input type="checkbox"/> Primary Grades (1-2) St. Vincent Martyr School / Academics / Primary Grades (1-2)

Use the *All Channels* drop-down to filter selections to *News*. Then check the boxes to subscribe to the following news feeds:

- SVMS Features
- SVMS Weekly News
- News for New Families (if you have just joined our school)
- and the Grade News for your child or children

Then click *I'm Done*

Manage Subscriptions

Select sites and areas that you want to receive updates from in your dashboard and email.

Sites **Other Areas**

St. Vincent Martyr School ▾ News ▾

<input type="checkbox"/> Grade 4 News St. Vincent Martyr School / News / Grade 4 News	<input type="checkbox"/> Grade 5 News St. Vincent Martyr School / News / Grade 5 News	<input type="checkbox"/> Grade 6 News St. Vincent Martyr School / News / Grade 6 News
<input type="checkbox"/> Grade 7 News St. Vincent Martyr School / News / Grade 7 News	<input type="checkbox"/> Grade 8 News St. Vincent Martyr School / News / Grade 8 News	<input type="checkbox"/> Kindergarten News St. Vincent Martyr School / News / Kindergarten News
<input type="checkbox"/> Preschool News St. Vincent Martyr School / News / Preschool News	<input checked="" type="checkbox"/> SVMS Features St. Vincent Martyr School / News / SVMS Features	<input checked="" type="checkbox"/> SVMS Weekly News St. Vincent Martyr School / News / SVMS Weekly News

I'm Done

Your Account Settings page will now reflect the news feeds to which you have subscribed.

Hi, Vincent Martyr!

Update your personal information and account settings below.

[Sign Out](#)

Information	Subscriptions Manage the sites and areas that matter to you. When certain information is updated in these areas, it will show automatically in your dashboard. Editors can also email you with information about these areas.
Subscriptions	Manage
Connected Services	<input checked="" type="checkbox"/> SVMS Weekly News St. Vincent Martyr School / News / SVMS Weekly News Remove
Change Password	<input checked="" type="checkbox"/> SVMS Features St. Vincent Martyr School / News / SVMS Features Remove
Delete Account	