





**Updating Your Realm Account** 

## **Talents & Interests**

Our parish now uses an online system called, "Realm," to handle our parishioner information.

With Realm, parishioners can manage their information online, or our church office can update your online account for you. Now that we've been on Realm for a while, we'd like for parishioners to update the Talents & Interests section of your profile.

This will help us understand how you might be willing to share your time with our parish to assist with projects and ministries.

#### If you have an email on file with our parish,

you will receive an email from us on Tuesday, March 28th, with a prompt to update your Talent & Interests section of your profile.

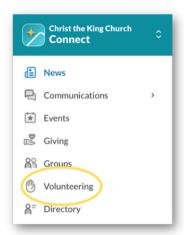
### If you do not have an email on file with our parish,

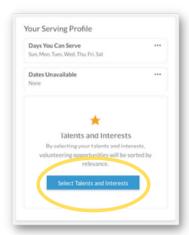
you'll be receiving a letter in the mail. Please return the mailed sheet to our church office so we can update your account, or reach out to our parish staff if you'd like to learn how to get access to your online Realm account.

Continue to next page for instructions on how to update your online account.

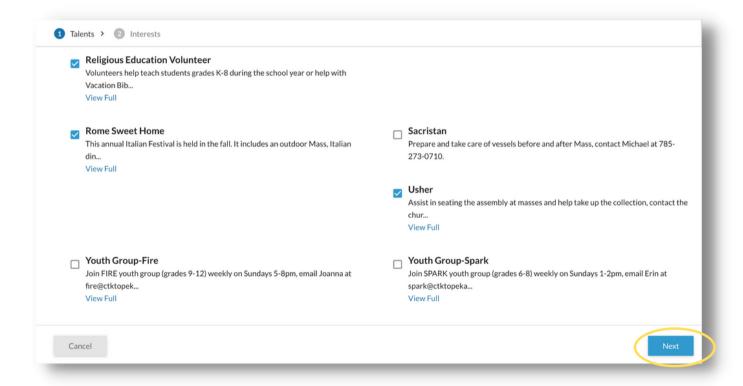
# Updating via Your Computer (at www.onrealm.org)

To find the talents and interests section when logged on to Realm on your computer, click the Volunteering button on the left side of your screen. Then click Select Talents and Interests.

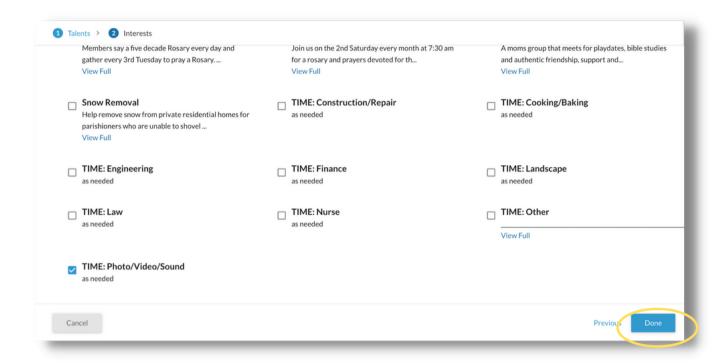




Check off all the talents you might be willing to use to assist our parish with various projects and ministries. Click Next to continue to the interests section.

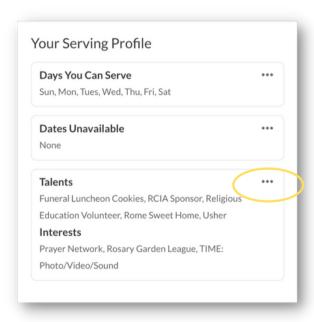


Check off all your current interests. When you've finished selecting your interests, click the **Done** button at the bottom.



#### To edit your talents & interests...

Click the three dots next to the word "talents," then click Edit. Repeat the steps above.



Thank you for Volunteering at Christ the King Church!