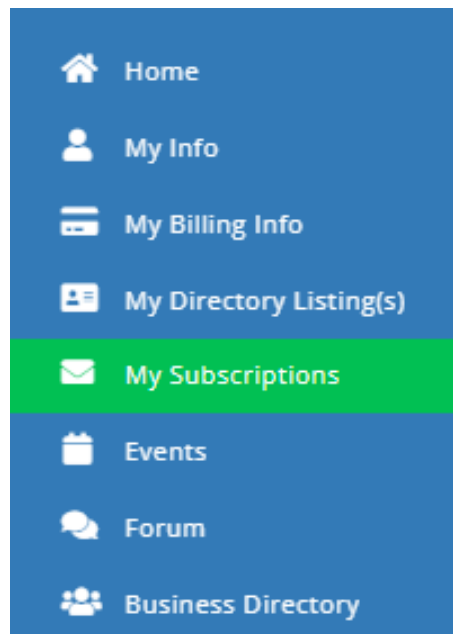


How to Manage Email Subscriptions in the Membership Hub

You can easily subscribe and unsubscribe from the email mailing lists in the Membership Hub.

1.) Click “My Subscriptions” in the Navigation Panel.



A list of email lists will be displayed.

The lists to which the you currently belong to will be selected.

2.) Click the check boxes for the groups you wish to subscribe to, or de-select the check boxes for the groups you wish to unsubscribe from.

Subscription Settings

My Email Subscriptions

The Table below is a list of the email subscriptions you are a part of. If the box is checked, you are currently subscribed.

Email Address

-- Select an Email Address --

+

<input type="checkbox"/>	LIST NAME	DESCRIPTION
<input checked="" type="checkbox"/>	All Chamber Communications	
<input checked="" type="checkbox"/>	Human Resources	There are so many opportunities for HR professional building, human capital, efficient processes, a resources, events, and programs on the topic this communication to your inbox once a quarter.
<input checked="" type="checkbox"/>	Impact Update	Learn more about relevant business content, topics, on a weekly basis.

3.) Click **“Save.”**

<input checked="" type="checkbox"/>	Weekly Digest	Stay up-to-date on the latest membership, on a weekly basis.
<input checked="" type="checkbox"/>	Women in Business	Women+ across Lancaster opportunities for women comes to your inbox on a monthly basis.
<input checked="" type="checkbox"/>	Young Professionals Network	Build your network, build your business community's year.

Save

NOTE: You can also update or change the email address you would like to receive email newsletters from, but click on the  and inputting the email address and type.