

Opt In/Out Preferences: Homeowner

The screenshot shows the townsq homeowner interface. On the left is a navigation sidebar with categories: COMMUNICATION (Home, Residents, Groups, News & Events, Requests, Messages, Forum, Polls), OPERATIONS (Package control, Access Control, Shift logs), and TOOLS (Reservations, MORE OPTIONS). The main content area is titled 'Your Community' and features three poll cards: 'Club house paint' (dated 03/26/2019), 'Which date would you be able to attend our Summer Picnic?' (dated 03/14/2019), and 'Barn Color' (dated 03/13/2019). An 'Inbox' section contains two assignment cards: 'Dog Park' (dated 04/03/2019) and 'Cluhouse' (dated 03/14/2019). A profile dropdown menu is open in the top right corner, showing the user's name 'George Cooper' and address 'Hillwood Demonstration'. The menu options are 'Edit profile', 'Occupants', and 'Logout'. A green callout box with the number '1' points to the 'Edit profile' option.

1 Click your profile and select **Edit profile**

George Cooper
Hillwood Demonstration

Edit profile

Occupants

Logout

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The screenshot shows the townsq homeowner profile page. The left sidebar contains navigation options: Home, Residents, News & Events, Requests, Messages, Forum, Polls, Package control, Access Control, Reservations, Documents, and Assignments. The main content area is divided into sections: BASIC INFORMATION, ADVANCED INFORMATION, and PRIVACY. The BASIC INFORMATION section includes fields for First name* (John) and Last name* (Doe), and Phone numbers ((123) 456-7890). The ADVANCED INFORMATION section includes an E-mail field (owner.townsq+rmi+). The PRIVACY section, highlighted with a red box, contains three toggle switches: Show my address (off), Show my telephone (off), and Show my email (on). A green callout box with the number 2 points to the PRIVACY section, and another green callout box with the number 3 points to the Save button.

2 Under the **PRIVACY** section, toggle each option on or off to share or hide information

3 Click Save