



## MANAGING YOUR EMAIL SETTINGS:

1. Log into the city: <https://mdchurch.onthecity.org/>
2. Select which **group** you would like to edit your email settings → → →
3. Select the envelope icon for “**Email Settings**”
4. Select the appropriate **setting** for each group

**How much email** would you like to get from this group?

<p><b>Everything</b> Email me whenever <i>anything</i> happens.</p> <p><b>New Things</b> (recommended) Email me only when something new is started.</p> <p><b>Daily Digest</b> Send me one daily summary email.</p> <p><b>Nothing</b> Don't send me email from this group.</p>	<table border="1"> <tr> <td>NOTHING</td> <td>DAILY DIGEST</td> <td>NEW THINGS</td> <td>EVERYTHING</td> </tr> <tr> <td><input type="radio"/></td> <td><input type="radio"/></td> <td><input checked="" type="radio"/></td> <td><input type="radio"/></td> </tr> </table>	NOTHING	DAILY DIGEST	NEW THINGS	EVERYTHING	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
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<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>						

5. Did you know that you could interact with The City **from your email**?
  - a. To reply to a topic or message, simply hit reply in your email server, type your response, and hit send.
  - b. To reply to an event, simply hit reply in your email server with your response of yes or number, the number of people attending the event (including yourself), and hit send.

News
Messages
Calendar <span>3</span>
Groups <span>⊖</span>
Consistory
Deacons
Hospitality Ministry
Kids Crossing Volunteers
Ministry Leaders
Missio Dei Church
Missional Community Leaders
Prayer Ministry
Stewardship Ministry
Search for groups
+ Start a Seed Group
Growth <span>⊕</span>
Bible
Giving
Friends
Marketplace