

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 callout box with a large number '1' and the text 'Click your profile and select Edit profile' points to the user profile in the top right. The profile dropdown menu is open, showing the user's name 'George Cooper', their address 'Hillwood Demonstration', and three options: 'Edit profile', 'Occupants', and 'Logout'.

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 EMAILS. 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 EMAILS section includes options for New message, Message responses, New service request, and Service request responses, each with radio buttons for Do not receive, Individual, Daily digest, and Weekly digest. The PRIVACY section is highlighted with a red box and 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