

## First time on the Edsel Ford High School Class of 1969 Website?

#### Here's what you need to do to start:

Click on the Classmate Profiles link, find your name in the Classmates List and click it.

You will be taken to a JOIN HERE page, if the name at the top of the screen is you, click on the <u>click here now</u> link.

This will take you to a five step Member Wizard where you can enter Contact Information, Profile Details, upload photographs, and select other classmate profile(s) you'd like to track.

When you complete the Wizard you'll have access to all Member Content, be able to see the profiles of your fellow classmates, be able to contact other classmates, take part in the interactive forums, respond to surveys, upload content, and so forth. That's all there is to it.

### Couple of Points to be Aware of:

The email address and the password you create in the Wizard serves as your Log On credentials for future visits to the Website.

When setting up your Profile you'll have the option to set your Profile Visibility so only fellow classmates can view the details and prevent search engines from accessing your Profile information. While Address, Phone Number, and Birthday can be made available to fellow classmates by checking the appropriate boxes, Contact Information is never available to search engines. Here's the options that are available when you enter or update your Profile:

Profile Visibility:	•	Allow only fellow Classmates to view my Profile details. This will block the public and search engines from accessing your Profile. Leave this box unchecked if you wish to allow the public (friends, co-workers, family members, etc.) to view your Profile details.
Contact Details:		Allow Classmates to see my address and phone number (this information is hidden from your Classmates unless you check this box).
Birthday:		Allow Classmates to view my Birthday. This option allows Classmates to see your Date of Birth in your Profile and on the home page 30 days prior to your Birthday.
Classmate Comments:	V	Allow Classmates to enter comments under my Profile. (Most users opt to leave this feature on. You have the ability to edit or delete any comments left under your Profile.)

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# Click here for the FAQs

# pertaining to this site, your privacy, posting photos, and how to keep in touch and informed

## Privacy

Note: We will **never** use personal information for anything other than contacting you regarding issues directly related to the Edsel Ford High School Class Of 1969 Website.

All contact information that you enter into this website is kept confidential. It will not be shared or distributed -- with the exception being to share with other of our classmates or selected individuals for the express purpose of locating members of our class.

Your information is private. Your address and phone number cannot be seen by other classmates unless you grant permission on your profile. When someone clicks on your name all they will see of your contact information is your city and state and whatever personal information you choose to put into your profile.

When sending messages for the website, recipients do **NOT** see your e-mail address. When they send a message to you, you do not see their e-mail address. The system keeps things private, until **YOU** wish to share your information.

If you are not receiving our e-mails, you will need to add our email address to your address book, and adjust your spam settings. You'll want to "whitelist" (i.e. Approved Senders List) the e-mail address: <a href="mailto:noreply@classcreator.net">noreply@classcreator.net</a>

We do not send spam mail of any kind to you -- we will only send messages that pertain to our class, our Website, and to any Class Reunion activity.

If you have any questions or suggestions, please email us at efhs69@edselford69.com

Enjoy the website!



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#### FREQUENTLY ASKED QUESTIONS (FAQs)

We'll attempt to answer some common questions regarding our website.

#### Questions:

- 1. This is my first visit to the website. How do I login?
- 2. I forgot my login information and/or password. What should I do?
- 3. Who has access to my "Classmate Profile" and personal contact information?
- 4. Can I be notified if other Classmates update their "Classmate Profile"?
- 5. Does the public or other Classmates have access to my e-mail address?
- 6. What are examples of the e-mails that I may be sent?
- 7. Can I post my own photos or videos on the website?
- 8. How does the "Message Forum" work?
- 9. Does Class Creator rent, sell, or in any way profit from having our Classmates' names, addresses, and personal information? How does it make its money?
- 10. What is the purpose of this website?
- 11. Can I join the site even if I don't plan to attend the reunion?
- 12. Can I volunteer to help with the reunion?

# 1. This is my first visit to the website. How do I log in ? $\odot$

Please click on "Missing Classmates", then click on YOUR NAME to set up a FREE member account. Provide your work or home e-mail address, select a password (which you can change at any time), and tell us about your life since graduating from Edsel Ford High School. Add your married name, if applicable, photos, etc.

## 2. I forgot my login information and/or password. What should I do? 😥

You login with the e-mail address you provided during your member account set up (include domain name, such as @hotmail.com). If you have several e-mail addresses and cannot remember which one you used or if you no longer have access to that e-mail address, click on "Contact Us" and provide your new e-mail address. We'll make the change and then e-mail you a temporary password.

Once you've logged in using your new e-mail address and temporary password,



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change your password by clicking the "Change Your Password" link under the Member Functions menu on the home page.

If you remember your e-mail address but you forgot your password, click on the "Forgot password?" link right above the green "Log On" button, and the website will automatically e-mail your password to you within a few minutes.

If you click "Remember Me" when you log in, you will not need to log in next time you go to the site. You can login from computers other than your home computer but you will need to enter your password.

#### 3. Who has access to my "Classmate Profile" and contact information? 🤨



You can choose whether your "Classmate Profile" is publicly viewable on the website (e.g., by other classes, friends, and the general public) or restricted to registered Edsel Ford High School Class of 1969 Classmates only. If restricted, search engines and the general public will be blocked from accessing your Classmate Profile page. You can also choose whether or not your mailing address and phone number(s) are displayed; otherwise, only the City and State/Country where you live will be listed. Click on the "Edit Profile" link under the Member Functions menu in the side column, and then scroll down to the bottom of the page to make your choice.

# 4. Can I be notified if other Classmates update their "Classmate Profile"? 😈

YES! Click on "Classmate Profiles", then click on the name of the Classmate you'd like to keep track of. Once he/she has registered, his/her profile will be displayed. Scroll down to the bottom of his/her profile page, click on the box that says "Notify me whenever [Classmate's] profile is updated", and click on the "Notify Me" button. You will be notified by e-mail. You can also subscribe to multiple classmates by using the "Profile Subscriptions" link.

## 5. Does the public or other Classmates have access to my e-mail address? 🕡



No. To protect your privacy, your work or home e-mail address is stored only within the website, so Classmates can send you a Message. You can decide who you want to provide your own e-mail address to. To check if you've received any new messages, click on the "Check Messages" under the Member Functions menu in the side column.



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6. What are examples of the e-mails that I may be sent? 🐯



You will be e-mailed information about new website features; details about upcoming class reunions, fundraisers, or events; general announcements about classmates; and other important news.

7. Can I post my own photos or videos on the website? 🥨

Yes! You can upload a current photo of yourself, your family, pets, vacations, old photos from days gone by, past reunions, etc. -- anything you want to share -- by clicking on "Edit/Upload Photos" under the Member Functions menu on the left. There is no limit on the number of digital photos that you can store on your "Classmate Profile" page. Each photo is automatically resized to fit on your Profile page. You can also upload your own videos that you've posted to YouTube.com by clicking on the "Classmate Profiles" link, then following the instructions. And yes, you can add, delete, or replace your own photos or videos at any time.

8. How does the "Message Forum" work? 🙃

Click on "User Forums" above and you can chat with our fellow classmates when they login and read the "User Forums". Post a response to a prior message or start your own topic of conversation by asking a question, re-living an old memory, or share your thoughts on life.

9. Will this site rent, sell, or in any way profit from having Classmates' names, addresses, and personal information? How does it make its money? 19

No. We will not rent or sell any Classmate information or engage in any marketing or solicitation to Classmates. All personal contact information is held strictly confidential. We do not sell advertising on the website or display banner ads or pop-up windows. Our website is owned by our Reunion Committee -- that's us. If you'd like to contribute, you're welcome to do so. This site and the domain name http://www.edselford69.com/ are owned and maintained by us -- the Class of 1969. If you have any questions about this, please contact the reunion committee (efhs69@edselford69.com) directly. If you receive any e-mail that you think came from us that you do not want, please write. We do not send out unsolicited e-mail or spam.

10. What is the purpose of this website? 🥨



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This site was originally created for the purpose of connecting with all the past students in order to have our Reunion. However, since the site allows students to connect with one another thereby re-establishing old friendships, it has been decided that the site should serve a dual purpose. So not only is the site a good way to communicate details for upcoming reunions but it also serves to reconnect classmates even if they are not going to the reunion.

## 11. Can I join the site even if I don't plan attend the reunion? 10

Yes. Even if you do not plan to attend the reunion, it is hoped that there are old friends on this site that you would like to reconnect to and for that purpose you can still join the site.

## 12.Can I volunteer to help with the reunion?

Yes. Volunteers are necessary to make sure that the Reunion is a success, send an email to efhs69@edselford69.com

FAQs "borrowed" from Cheltenham High School 1970 Classmates Website