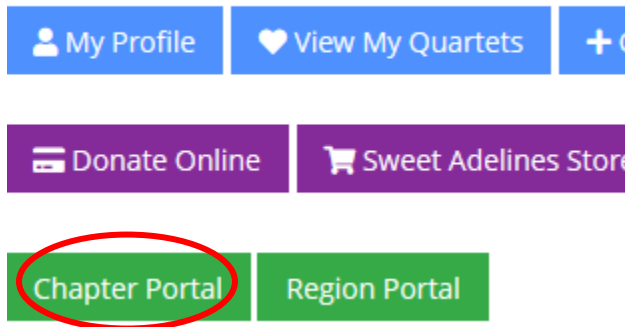


How to Update a Chapter's Information for the Website

When potential members search for choruses, they will see this information. Please make sure it is accurate.

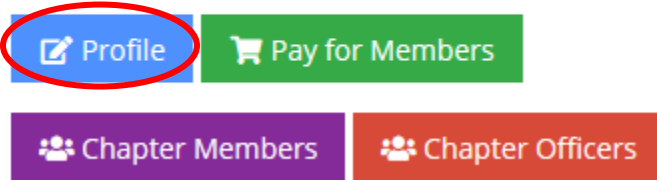
1. Go to members.sweetadelines.com/membersonlymenu and log in.
2. Go to the Chapter Portal.

Members Only Menu



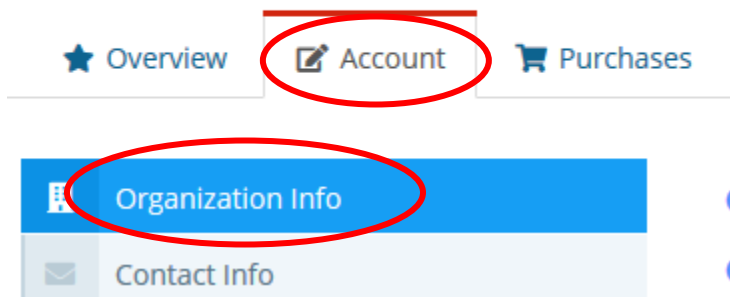
3. Click "Profile."

Test Chorus



4. Under the "Account" tab, go to "Organization Info."


Chapter Profile




5. Under "Chorus Information," fill in your official city, state, and zip. Under the "Find a Chorus Information," fill in your meeting day and time, meeting place, meeting address, meeting

information, and contact person, phone, and email address. All of this information will show up on the website.

Find A Chorus Information

 I understand and consent to sharing the name and contact information below via the Find a Chorus feature.:

 Meeting Day and Time:

6. Scroll down and save.