

Configure the memorial register

Set visibility, initial consent values and templates used by the memorial register.

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Before you begin

- ✓ You must be allowed to manage the memorial register.
- ✓ Agree the memorial visibility and initial consent values.

1 STEP 1 OF 4 · 2 MIN

Open memorial settings

From In Memoriam select Settings.

Settings belong to the active workspace, so check the selected community before continuing.

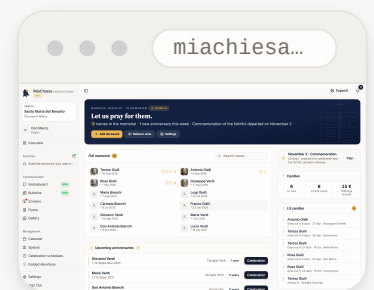


Fig. 1 Settings opens the configuration for the active workspace.

2 STEP 2 OF 4 · 2 MIN

Choose overall visibility

Under Memorial visibility choose Public, Registered or Parishioners.

This choice controls access to the whole memorial; consent on each entry remains a separate control.

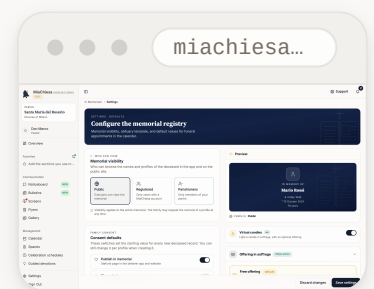


Fig. 2 The three options define overall access to the memorial.

3

STEP 3 OF 4 · 2 MIN

Prepare the configuration

The example selects Registered, which limits access to users with a MiaChiesa account.

Save settings is enabled, but the displayed change has not been saved.

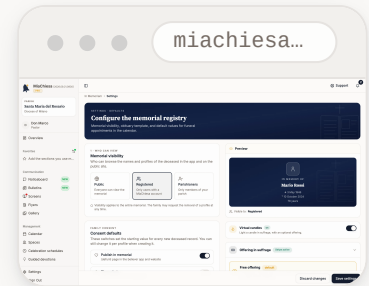


Fig. 3 Registered is a prepared change; Save settings has not been selected.

4

STEP 4 OF 4 · 2 MIN

Review defaults and save

Review initial consent values, the obituary template, and defaults for funerals, anniversaries and candles.

Consent defaults apply to new entries and do not rewrite existing entries. Select Save settings only after the review.

What you have achieved

- ✓ Overall visibility and memorial defaults are saved for the active workspace.
- ✓ Existing entries keep their own consent choices.

Troubleshooting

Save settings remains disabled



Change at least one value. If paid candle offerings are enabled, also complete the collection requirements shown on the page.