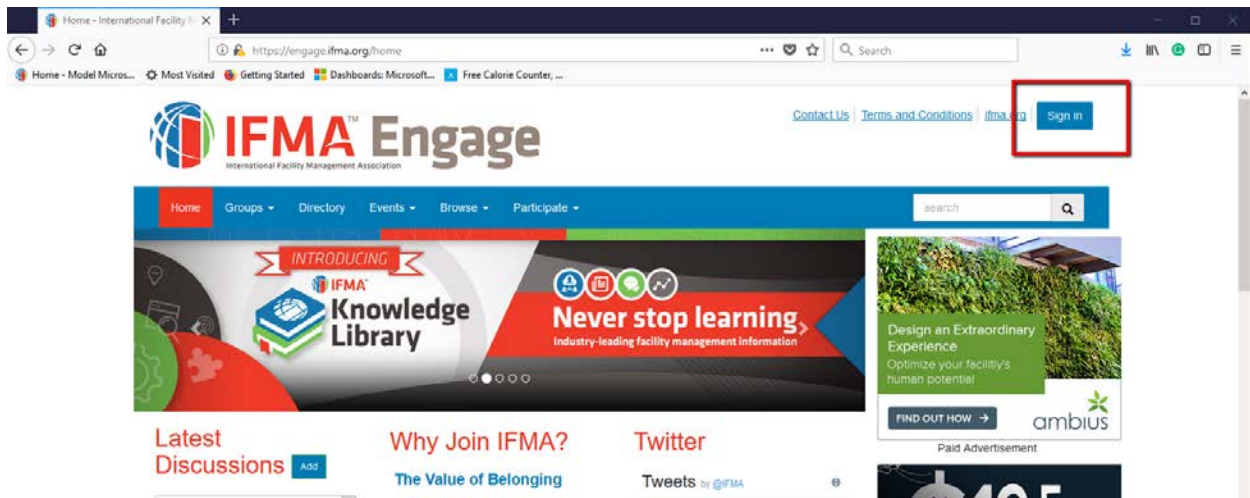


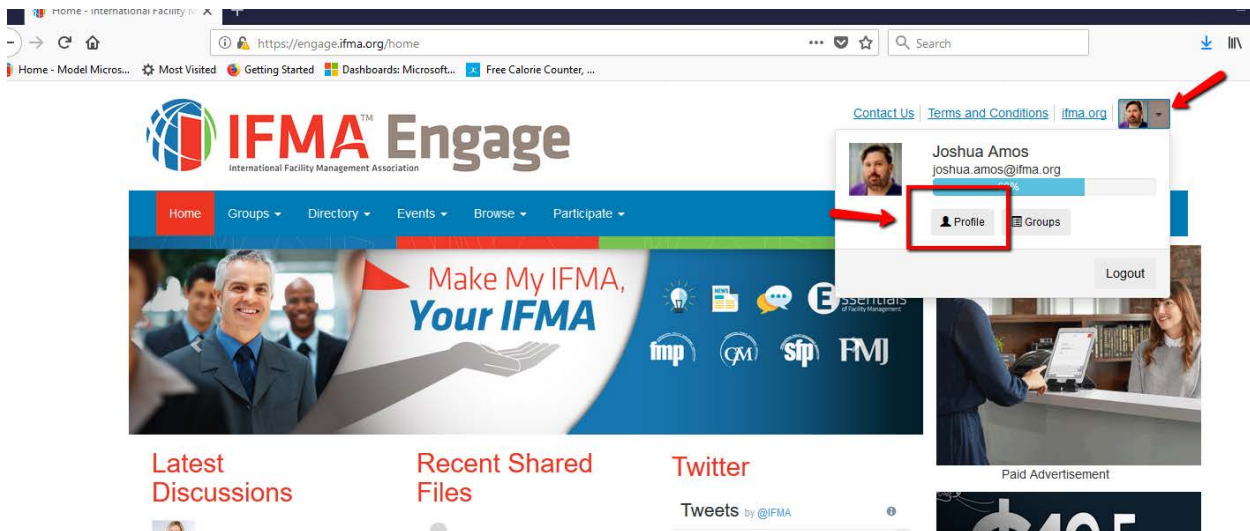
How to make sure you are publicly searchable in the FM Consultants Directory

Step 1: Sign into Engage.ifma.org



Step 2: You will need to access your profile settings, in upper right hand corner click the down arrow (as seen by the red arrow in the upper right hand corner)

Then click on Profile, as highlighted by the red box.



Step 3:

To make your profile public in the FM Consultants Council's Directory you will need to go to "My Account" click the down arrow and select "Privacy Settings".

My Profile My Connections My Contributions My Account Admin

Inbox  
Privacy Settings  
Email Preferences  
RSS Feeds  
Group Notifications  
Discussion Signature

IFMA Staff  
Component Leader

Contact Details

International Facility Management Association  
800 Gessner  
Houston, TX  
Work: 281-974-5629  
joshua.amos@ifma.org

Import From LinkedIn

Bring in your information from LinkedIn®

Import Your Info

Step 4: Set your FMCC members status to Public, so that non-FMCC Members may see your profile in the FM Consultants Directory

To make your profile public in the FMCC Directory you need to set your FMCC Member to "Public" and "Save Changes"

Certifications Members Only

Members Only

Members Only

Social Media Sites Members Only

Twitter Tweets Members Only

vCard Download Members Only

Presentation Public

Past Volunteer Experience Members Only

FMCC member Public

Save Changes to update your privacy settings.

Save Changes