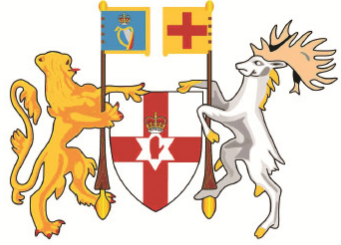


**Civil Service (NI) RFC**

# Civil Service RFC

## Guide to Activation of Email on the Club Website

Alastair Johnston  
30<sup>th</sup> August 2013 v1



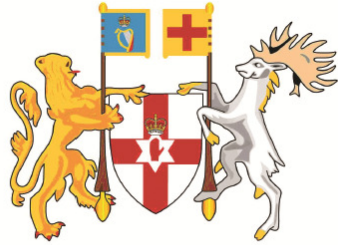
## **Civil Service (NI) RFC**

Since December of the 2012/2013 season the club has been communicating with its members via the Pitchero email system.

In order to receive and respond to these emails the member needs

1. To be registered on the website
2. Activating their email address

This information sheet is designed to explain the activation of the email address.



## **Civil Service (NI) RFC**

Once you have registered on the website you will receive an email from the club. All emails from the club will show the sender as “**Civil Service NI RFC**”

This email will contain an activation link. By clicking on this link you activate your email, this is a security measure to prevent spamming.

If you do not click on this link then your email is not activated and you will not receive any emails from the club, even though you are registered on the website and included on distribution lists.

This guide shows you how to activate your email address.

Pitchero | Club Creative - Top 10 Clubs. Pick your favourite >> My Network Admin **Alastair Johnston** ▾

Civil Service (NI) RFC

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Welcome  
Welcome to the Civil Service (NI) RFC website!

Irish Rugby  
Ulster Rugby  
Intouch Rugby Mag

Videos  
Photos

Rodgers Meats  
naturally the best

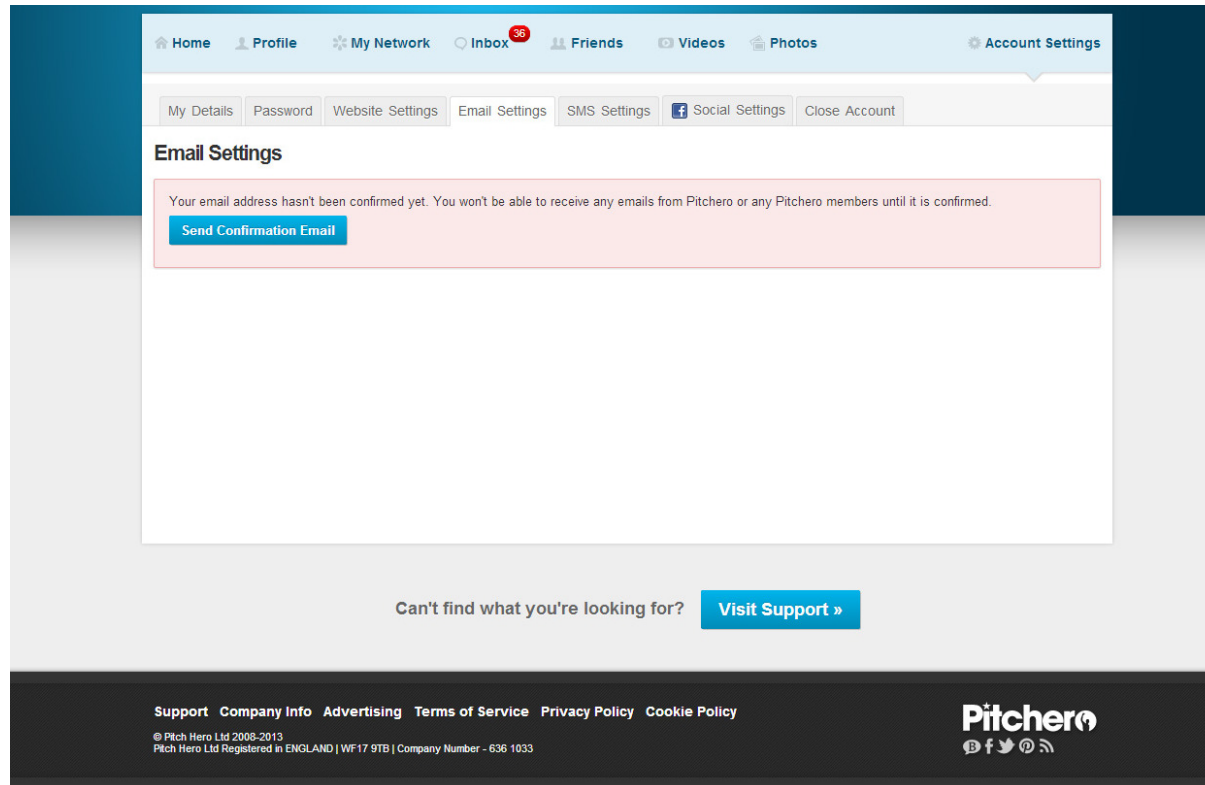
Club Membership  
View members list

PITCHERO CLUB RANKING  
639th  
Top 1000 Club - 25th Aug 2013  
FIRSTAID SPORT.CO.UK  
THE TAPE AND STRAPPING EXPERTS

Club News  
Join our Media Team  
Attention: budding photographers, journalists, media [students](#) or persons interested in such activities can avail of a unique opportunity.  
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Jimmy McCoy Coming To Town  
Former Ulster and Ireland prop-forward Jimmy McCoy, will be

Starting at the HOME page above click on the drop down menu under your name. From here select SETTINGS then EMAIL SETTINGS



If your email has not been confirmed then you will see this page.  
Click on the **Send Confirmation Email** button and another email will be sent to your designated email address.

You can then confirm your email by clicking on the link sent to you.  
Once done you will be clear to receive emails

Please note that the email may be sent to your **JUNK MAIL FOLDER**



**Civil Service (NI) RFC**

# Thank You For Your Support

Alastair Johnston  
30<sup>th</sup> August 2013