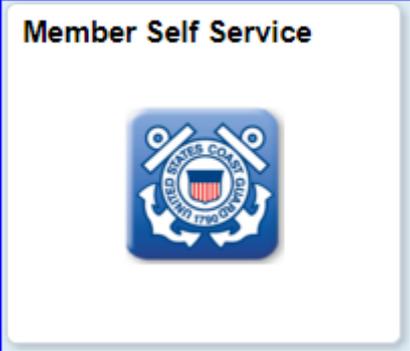
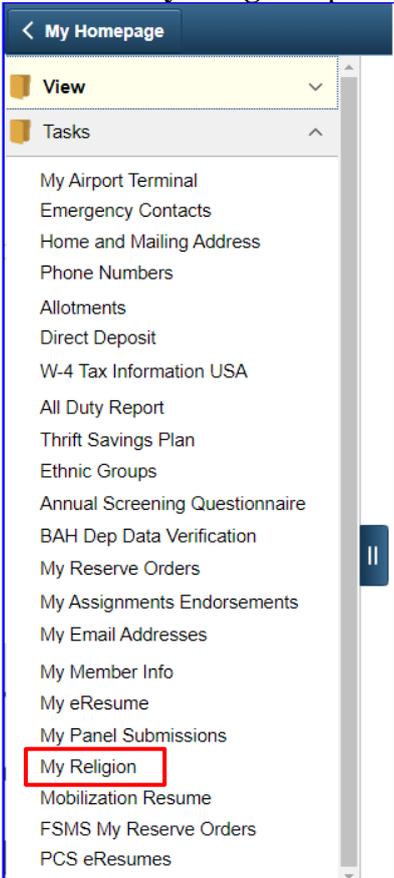


# My Religion

**Introduction** This guide provides the procedures to add, change or update your religious preference in Direct Access (DA).

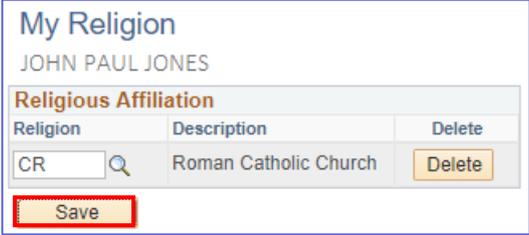
**Procedures** See below.

Step	Action
<p><b>1</b></p>	<p>Click the <b>Member Self Service</b> tile.</p> 
<p><b>2</b></p>	<p>Select the <b>My Religion</b> option.</p> 

*Continued on next page*

## My Religion, Continued

Procedures,  
continued

Step	Action
3	<p>Use the <b>Look Up</b> icon to find your religion of choice.</p>  <p>The screenshot shows a form titled "My Religion" for user "JOHN PAUL JONES". Under "Religious Affiliation", there is a table with columns "Religion", "Description", and "Delete". The "Religion" field is empty and has a magnifying glass icon next to it, which is highlighted with a red box. A "Save" button is at the bottom.</p>
4	<p>There are 99 options from which to choose. You can either search by <b>Religion</b> or <b>Description</b>.</p>  <p>The screenshot shows a "Look Up Religion" dialog box. The "Search by:" dropdown is set to "Religion" and "begins with" is selected. Below are "Look Up", "Cancel", and "Advanced Lookup" buttons. The "Search Results" section shows a table with columns "Religion Description" and "Short Description". The first row is highlighted with a red box. The table lists 99 options, including AC (Advent Christian Church), AJ (Jehovah's Witnesses), AN (Native American), AS (Seventh Day Adventist), AV (Adventist churches), BA (American Baptist Churches in t), BB (Baptist churches), BC (Southern Baptist Convention), BF (Free Will Baptist churches), BG (General Association of General), and BN (National Baptist Convention of).</p>
5	<p>Click <b>Save</b> to confirm your choice.</p>  <p>The screenshot shows the "My Religion" form again. The "Religion" field now contains "CR" and the "Description" field contains "Roman Catholic Church". The "Save" button at the bottom is highlighted with a red box.</p>

*Continued on next page*

## My Religion, Continued

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Procedures,  
continued

Step	Action						
6	<p>If you wish to remove or change your choice, click the <b>Delete</b> button, and return to Step 4 to pick another option.</p> <div data-bbox="331 566 858 801" style="border: 1px solid black; padding: 5px;"><p>My Religion</p><p>JOHN PAUL JONES</p><p><b>Religious Affiliation</b></p><table border="1"><thead><tr><th>Religion</th><th>Description</th><th>Delete</th></tr></thead><tbody><tr><td>CR <input type="text"/></td><td>Roman Catholic Church</td><td><b>Delete</b></td></tr></tbody></table><p><input type="button" value="Save"/></p></div>	Religion	Description	Delete	CR <input type="text"/>	Roman Catholic Church	<b>Delete</b>
Religion	Description	Delete					
CR <input type="text"/>	Roman Catholic Church	<b>Delete</b>					

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