

## Demographics

1. Select the demographic factors that best align to your preferences under the **Demographics** tab. Click the **Community Setting** title to choose the setting(s) for which you are interested.

The screenshot shows the 'Demographics' tab selected. Below the navigation tabs, there is a heading: 'Select the demographic factors that best align to your preferences.' A table lists three demographic factors:

Demographic Factor	Interested: 0	Recommendation/Notification Selections
<b>Community Setting</b>	Interested: 0	3 recommendation/notification selections
School Level	Interested: 0	1 recommendation/notification selections
School Entity	Interested: 0	0 recommendation/notification selections

2. To make a selection, click the checkbox next to the area of interest. Click the **Notification Frequency** drop down for the list of options and choose which type(s) of notification(s) you wish to receive.

The screenshot shows the 'Community Setting' section expanded. It displays a table with columns for 'Item', 'Interest', and 'Notification Settings of My Recommendations'. The 'Rural' category is selected, and the 'Notification Frequency' dropdown is open.

Item	Interest	Notification Settings of My Recommendations
<b>Community Setting</b>	Interested: 0	0 recommendation/notification selections
	Select All	Select All
	<input type="checkbox"/>	Notification Frequency
Rural	<input checked="" type="checkbox"/>	Notification Frequency
Urban	<input type="checkbox"/>	Notification Frequency
Suburban	<input type="checkbox"/>	Notification Frequency

3. Choosing the Website Only option means you will receive notifications displayed on your personalized dashboard on the Leadership System homepage. Additionally, you may wish to receive regular updates via email.

Select the demographic factors that best align to your preferences.

Community Setting	Interested: 0	0 recommendation/notification selections
Item	Interest	Notification Settings of My Recommendations ?
	Select All <input type="checkbox"/>	Select All Notification Frequency <input type="button" value="v"/>
Rural	<input checked="" type="checkbox"/>	Notification Frequency <input type="button" value="v"/> None Website Only <b>Website + Instant Emails</b> Website + Monthly Emails
Urban	<input type="checkbox"/>	
Suburban	<input type="checkbox"/>	

4. If you wish to receive recommendations for all three community settings, check the **Select All** box and make your Notification Frequency selection under **Select All**.

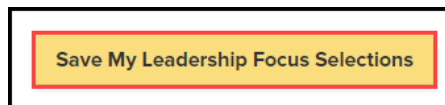
Select the demographic factors that best align to your preferences.

Community Setting	Interested: 0	0 recommendation/notification selections
Item	Interest	Notification Settings of My Recommendations ?
	Select All <input checked="" type="checkbox"/>	Select All Notification Frequency <input type="button" value="v"/>
Rural	<input checked="" type="checkbox"/>	Notification Frequency <input type="button" value="v"/> None <b>Website Only</b> Website + Instant Emails Website + Monthly Emails
Urban	<input checked="" type="checkbox"/>	
Suburban	<input checked="" type="checkbox"/>	Notification Frequency <input type="button" value="v"/>

5. Make your selections for the remaining Demographics categories by clicking on the title of each one. Click the desired **Topics of Interest** checkboxes and choose your **Notification Frequency** for them.

Category	Interested	Recommendation/Notification Selections
+ Community Setting	Interested: 0	3
+ School Level	Interested: 0	1
+ School Entity	Interested: 0	0

6. Click the yellow **Save My Leadership Focus Selections** button at the bottom of the page.



7. Once you have made your selections, the number of demographic factors you are interested in will be displayed next to each category.

Category	Interested	Recommendation/Notification Selections
+ Community Setting	Interested: 1	1
+ School Level	Interested: 2	0
+ School Entity	Interested: 1	1