FAQ’S FOR

CREATING AND EDITING MY PAGE

How do I create a page?
To get started, you’ll receive an email from MSU with a link to add your page. You must provide us with an email address in advance.

Creating a page in your book is as simple as answering a few questions and sharing some updates. All questions are optional and you can skip any questions that don’t apply. You can come back later and add additional information or update anything you’ve written.

What if my partner and I share an email address and we both want to create pages?
Since an email address can only be associated with a single page in a book, you cannot have two pages – you must share a page.

How can I add photos to my page?
You can add additional photos by uploading them from your computer or phone.

I’ve already created a page, how can I edit it?
Once you’ve created your page, you can edit it as often as you like while the book is open. Simply click the My Page link at the top of the book and you will be able edit any of the content on your page.

Who can see my page?
Your page is only viewable by the other members of your group. Your page is not accessible or viewable generally on the web and will not show up in Google or other web searches.

ACCESSING THE BOOK

How I access the book at any time?
Go to brightcrowd.com/ and click the “Sign In” option in the upper right corner of the page. You’ll be asked to enter your email address and then check your email for a link to open your book.

I already have a page so why am I being asked to re-verify my email?
Similar to most social networks, BrightCrowd uses browser cookies to keep you logged in to your book. If you have disabled cookies or are accessing the book in private browsing or incognito mode you will be required to re-verify each time you access the book. Likewise, if you would like to open your book on a different device (phone, tablet, etc.) you’ll be prompted to authenticate that device before accessing the book.

Why do I need to verify my identity before accessing my book?
BrightCrowd books are completely private and secure so that people can feel comfortable sharing personal information. This data is never sold or accessible to anyone outside of the audience for that book and the MSU Alumni Office. Identity verification is required to ensure that only the people who are part of the audience for that book can access it.

How can I use a different email address to access the book?
Once you’ve accepted your invitation to create a page in the book, you will be able to add additional email addresses as part of creating your page. If you no longer have access to the email address that was used to originally invite you to the book, you can contact the book editor to request access with a new email address.