Who Can See and Sign Up for a GivePulse Event

There are a few settings you can select to customize who can see your event and register for it.

First, **Privacy Level** and **Visibility for Non-Members** can be adjusted on the basics page of your event.

![Privacy Level and Visibility for Non-Members settings]

These are the three most common privacy levels for WM events. You can always use the ? to learn about other levels.

You can adjust the **Visibility for Non-Members** for any event below Public privacy. **If this is an event you want only members of your organization to see, be sure to select Hide for both options.** The event will remain visible to members but not others at W&M.

![Visibility for Non-Members settings]

Also, in the **Registration Settings**, you can adjust whether a guest, someone without a GivePulse account, can register. Everyone at WM has a GivePulse account, but select yes if you are hosting a Public event that you want non-WM members to be able to join. You can also customize whether someone who registers is automatically added or requires approval first.

![Registration Settings]

- Privacy Level:
  - Anyone
  - Anyone at W&M
  - Only members of your group

- Visibility for Non-Members:
  - Hide on search page
  - Visible on group page(s)

- Registration Approval:
  - Auto Approve

- Allow Guests To Register:
  - No
  - Yes