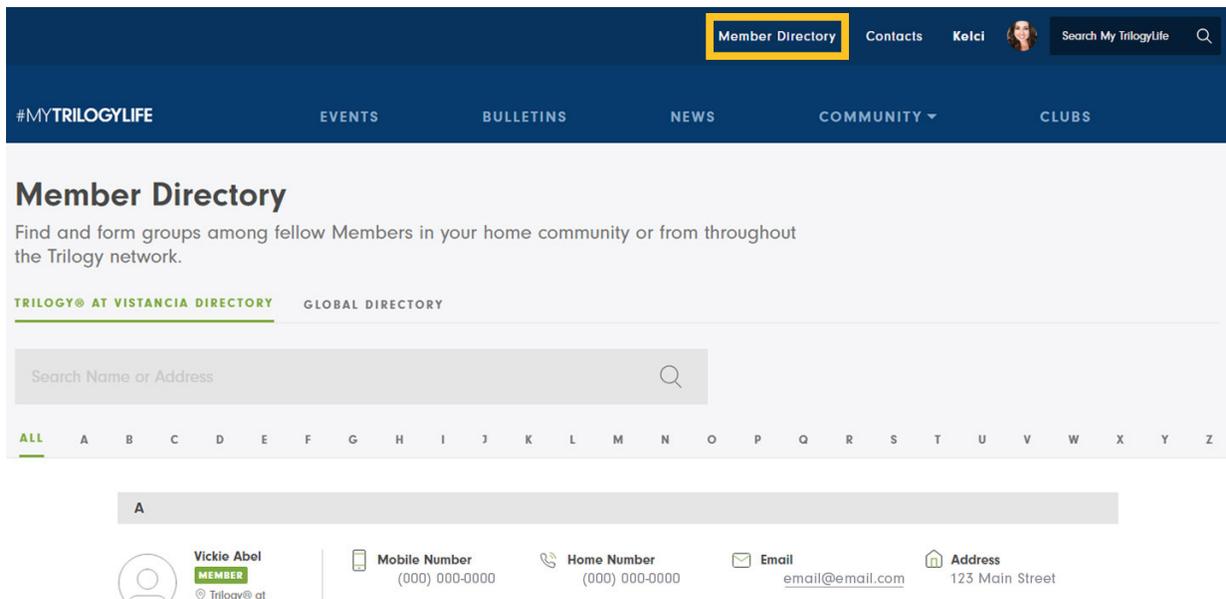


## How to Search for Friends & Neighbors on MTL

One of the most used functions on MyTrilogyLife.com is, of course, the Member Directory! It's a fast and convenient way to find contact information for new neighbors and friends.

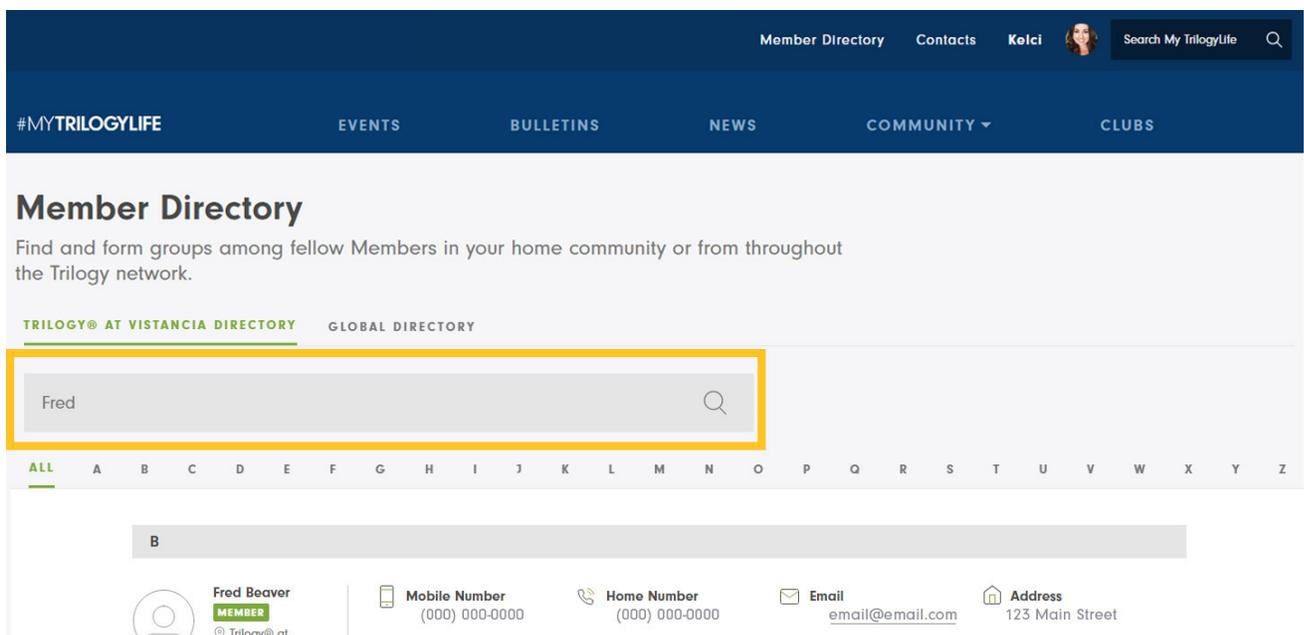
In the new iteration of MTL, there are **three ways** to find friends and neighbors living in your community and other Trilogy communities across the country.

### 1.) Search the Member Directory



The screenshot shows the top navigation bar with the "Member Directory" link highlighted in yellow. Below the navigation bar, the "Member Directory" section is displayed, featuring a search bar with the placeholder text "Search Name or Address". Below the search bar, there are tabs for "ALL", "A", "B", "C", "D", "E", "F", "G", "H", "I", "J", "K", "L", "M", "N", "O", "P", "Q", "R", "S", "T", "U", "V", "W", "X", "Y", "Z". The "A" tab is selected, and a member profile for "Vickie Abel" is shown. The profile includes a "MEMBER" badge, a "Trilogy® at" location tag, and contact information for Mobile Number, Home Number, Email, and Address.

The Member Directory is accessible by clicking on the Member Directory button at the very top of your screen from anywhere on MTL. For convenience, we have highlighted this area in yellow above.

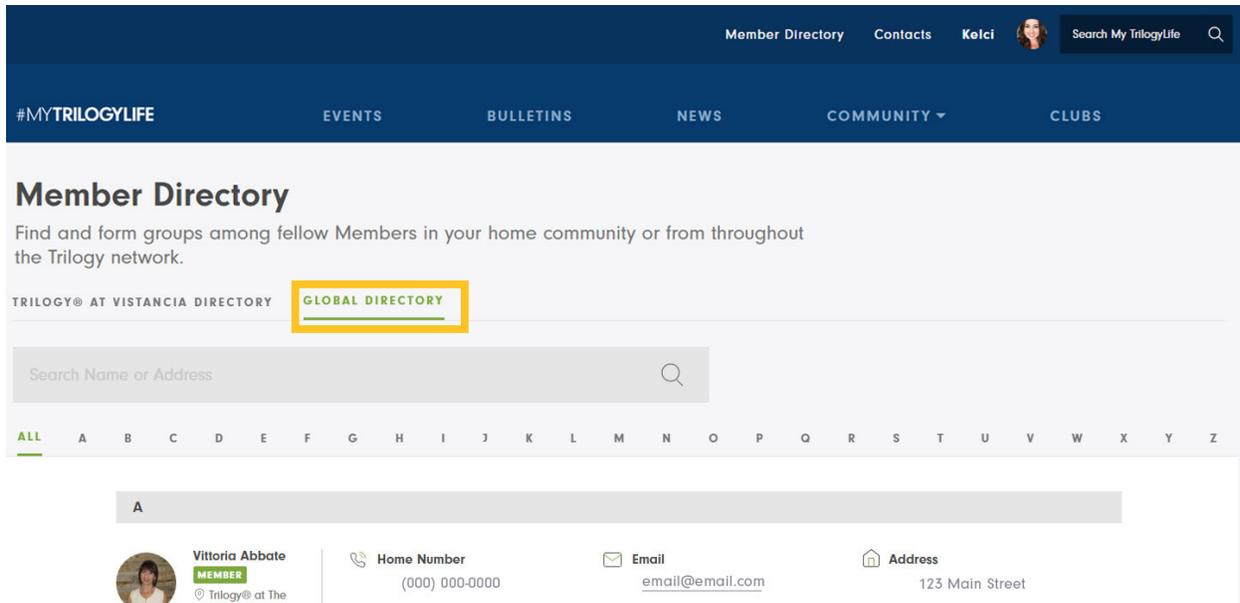


The screenshot shows the same "Member Directory" page, but with the search bar highlighted in yellow and the text "Fred" entered. The "A" tab is still selected, but the member profile below is for "Fred Beaver". The profile includes a "MEMBER" badge, a "Trilogy® at" location tag, and contact information for Mobile Number, Home Number, Email, and Address.

You may browse through your fellow Members alphabetically by last name, or you can use the search function.

To search for a friend or neighbor by name or address, click into the search bar within your local Member Directory. Type in their name or address in the search bar and hit either “Enter” on your keypad, or click on the magnifying glass. Your results will then show below in alphabetical order by last name.

## 2.) Search Using the Global Member Directory



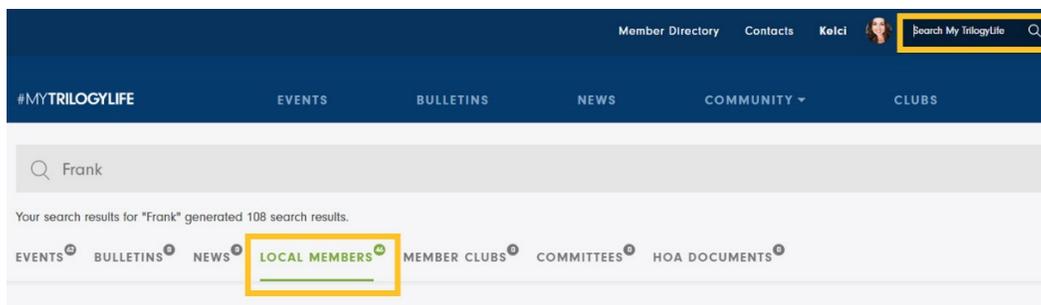
The screenshot shows the top navigation bar with links for Member Directory, Contacts, Kelci, and a search bar labeled "Search My TrilogyLife". Below this is a secondary navigation bar with #MYTRILOGYLIFE, EVENTS, BULLETINS, NEWS, COMMUNITY, and CLUBS. The main heading is "Member Directory" with a sub-heading "Find and form groups among fellow Members in your home community or from throughout the Trilogy network." Below this, there are two tabs: "TRILOGY® AT VISTANCIA DIRECTORY" and "GLOBAL DIRECTORY", with the latter highlighted in yellow. A search bar labeled "Search Name or Address" is present. Below the search bar is a navigation bar with letters A through Z, with "A" selected. The first result under "A" is for Vittoria Abbate, showing a profile picture, a "MEMBER" badge, and contact information: Home Number (000) 000-0000, Email email@email.com, and Address 123 Main Street.

To search via the Global Member Directory (which includes other Trilogy Members from across the country), simply select Global Directory as highlighted in yellow above. Type in their name or address in the search bar and hit either “Enter” on your keypad, or click on the magnifying glass. Your results will then show below in alphabetical order by last name.

### *Extra Handy Tip!*

Members are not automatically added to the Global Member Directory. To be visible in the Global Member Directory, you have to opt-in via your Settings. This can be done by going to My Account > Account Information > Who can see my profile\*. Click on the button so that it turns green, and then hit Save Changes.

## 3.) Search Using the Global Search Bar



The screenshot shows the search results for "Frank". The search bar contains "Frank" and a magnifying glass icon. Below the search bar, it says "Your search results for 'Frank' generated 108 search results." There are several tabs: EVENTS, BULLETINS, NEWS, LOCAL MEMBERS (highlighted in yellow), MEMBER CLUBS, COMMITTEES, and HOA DOCUMENTS.

#MYTRILOGYLIFE

The third and final way to search for your neighbors is by using the global search bar. This function is similar to a search engine like Google, but instead of searching the whole internet, it is focused on searching only the MTL website using the key words you enter in the search box. On your desktop or laptop, this is found in the top right hand corner of your screen. On mobile or tablet, this is found at the top/center of your screen.

To search, simply type a name or address in the search bar. You can more easily find the addresses by filtering the results. You will want to select "Local Members" (as highlighted in yellow above) to view the results.