4HOnline is able to send broadcast communication to both the Primary Family, and the email address listed in the Second Family Info area of a member's profile. This second family does not have their own family profile in which to login to 4-H Online. This is how the system is designed and intended to be used. There are a few settings to select when setting up the broadcast email.

SETTINGS FOR SENDING TO SECOND FAMILIES

The family email address and the member's second family email address should be setup before the broadcast email has been created.

All other instructions for setting up broadcasts are the same but the two settings below will trigger the broadcast communication to include second families.

Recipients

Click the **Send to Members** radial button.

The second family profiles are tied to the member and not the family so this is why the members are required as the recipient.

Configuration

Click the **Send to All Families** check box.

This will let the system know to send to both the Primary Family, and the email address listed in the Second Family Info area of the member's profile.