



We would like to begin utilizing Church Community Builder as soon as possible. This is the program we introduced a few weeks back, which we will use for communications within particular groups (i.e. ushers & greeters, women's Bible study, etc). This will also be great to use as a church directory. Here's how to get started:

Step 1: Login. We sent an activation email out a few weeks back. If you have not yet done so, please go to the link in that email and follow the instructions. If you need us to resend this to you, please let us know.

To complete the steps listed below, click on your name in the upper right hand corner to access a drop down menu.

Step 2: You need to edit your profile. Make sure all of your information is correct (such as address, phone number, etc). This is where you upload a picture of yourself, for church directory purposes. Also, this is where you can select how much or how little information you would like to share.

Step 3: Edit your family profile. Make sure everything is entered correctly (all names are correct, etc.) and you will upload a family picture here.

Step 4: Update privacy - click on "listed". This will make you visible to other people in our church.