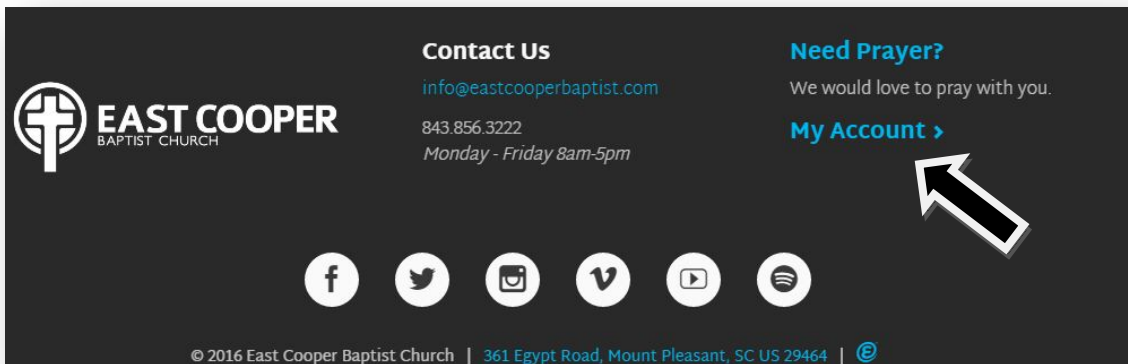


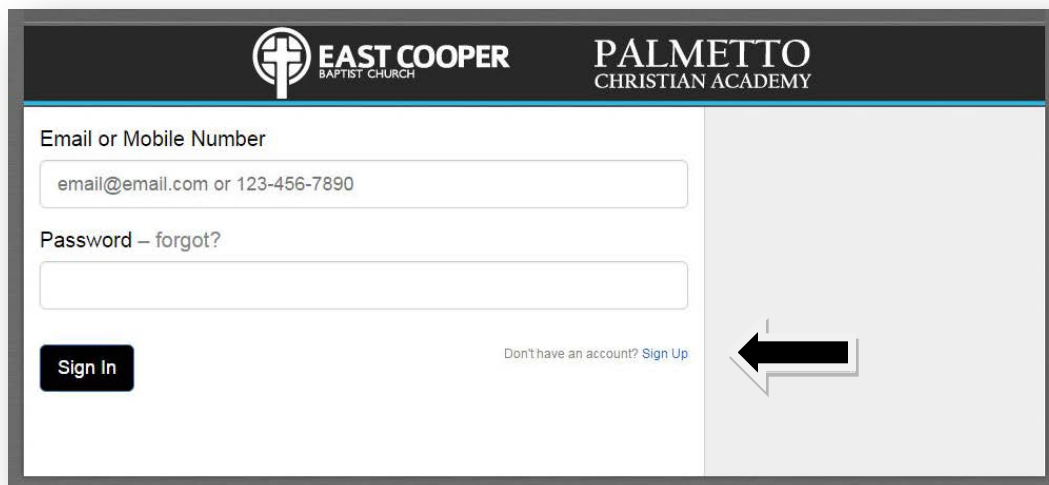
# Creating an InFellowship Account

Having your own InFellowship Account is a great way to stay connected to your groups, view and manage your online giving, register for events, and also to take advantage of our online church directory. Here is how to create your account.

1. To get started go to [ecbcchssc.infellowship.com](http://ecbcchssc.infellowship.com). You can also go to [eastcooperbaptist.com](http://eastcooperbaptist.com) and scroll all of the way to the bottom and click on “My Account”



2. From there you will select the link at the bottom right of the white box that says, “Don’t have an account? Sign up.”



3. From there you will enter your name and create your login information.

The screenshot shows a web form for account creation. At the top, there are logos for 'EAST COOPER BAPTIST CHURCH' and 'PALMETTO CHRISTIAN ACADEMY'. The form is divided into two sections: 'Your Information' and 'Account Information'. Under 'Your Information', there are two text input fields labeled 'First Name (required)' and 'Last Name (required)'. Under 'Account Information', there are three text input fields: 'Login Email (required)', 'Password (required)', and 'Confirm password'. At the bottom left of the form, there is a black button labeled 'Create an account' and a smaller, lighter button labeled 'Cancel'.

4. When you press “create an account”, it will ask you to confirm your email address.

The screenshot shows a confirmation page titled 'Activate your account...'. The text reads: 'We've sent a verification email to [erink@eastcooperbaptist.com](mailto:erink@eastcooperbaptist.com). This email contains a link that you'll need to click to activate your account. If you don't immediately receive your email, wait a few minutes or check your junk email folder.' Below this, there is a link: 'If you didn't receive your verification email, you can [re-send verification](#).' At the bottom, there is a link: '[Return to login](#)'.

5. You will receive an email from Fellowship One Email that says “Welcome to East Cooper Baptist Church.” You may need to check your Junk email folder. Click on the link in this email to activate your account.

The screenshot shows an email interface. The header includes: 'From: [weblink@fellowshiponeemail.com](mailto:weblink@fellowshiponeemail.com) on behalf of [fellowshiponeemail@activenetwork.com](mailto:fellowshiponeemail@activenetwork.com)', 'To: [erink@eastcooperbaptist.com](mailto:erink@eastcooperbaptist.com)', 'Cc:', and 'Subject: Welcome to East Cooper Baptist Church'. The main body of the email contains the following text: 'Thanks for your interest in creating an account with East Cooper Baptist Church. Please keep this e-mail for your records. Your account information has been saved and encrypted in our database. Should you forget your password you can request a new one which will be activated in the same manner as this account. Your account is currently inactive. You must activate your account by navigating to the address below before you can use it. <https://ecbechssc.infellowship.com/UserLogin/Activate/c25dfd0e357248599758534a3325b1f6> Thank you for registering.' A large black arrow with a white outline points to the activation link.

6. A webpage will pop up and ask you for a little more information. Fill out the form and press “Save and create account.”

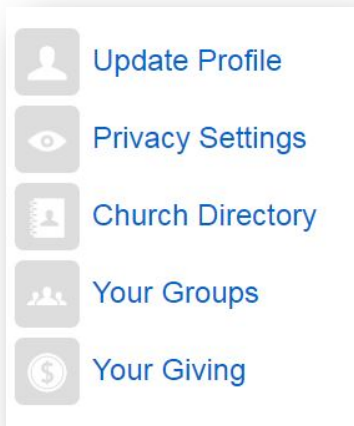
The screenshot shows a registration form for East Cooper Baptist Church and Palmetto Christian Academy. The form is titled "Hello, Lynn" and includes a "Forgot Password" link. Below the header, there is a message: "We just need a little more info — if you are a church member, this will help us keep your info up-to-date. Thank!" The form fields include: "Date of birth" (07/15/2016), "Gender" (Male selected), "Address" (Country: United States, Street 1, Street 2, City, State, Postal code), "Home phone", and "Mobile phone". A "Save and create account" button is located at the bottom of the form.

7. Now you will be able to log into your account with the information you created.

The screenshot shows a login page for East Cooper Baptist Church and Palmetto Christian Academy. The page has a header with the church and academy logos. The main content area contains a login form with the following elements: "Email or Mobile Number" (input field with placeholder "email@email.com or 123-456-7890"), "Password – forgot?" (input field), a "Sign In" button, and a link that says "Don't have an account? Sign Up".

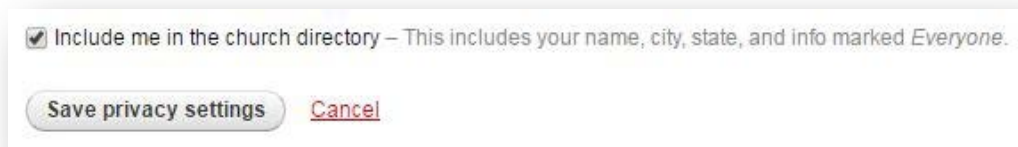
You now have an InFellowship Account!

**Once you login, you will be on your homepage!** Here are some of the features you will see once there.



You will be able to **Update your Profile** with a picture or any of your contact information. This will also be where you can change your login email and password if you would ever need to do that.

You can update your **Privacy Settings** to restrict what others can see about you. Under Privacy Settings you can also opt into the Online Church Directory. You will not show up in the church directory until you opt in.



You can also view others in the **Church Directory**.

Under **Your Groups** you can view any groups such as community groups or small groups that you may be a part of.

**Your Giving** is where you can view past giving, do a onetime gift, or set up a recurring giving schedule.

Your groups and giving may not show up initially. Sometimes we have to attach your new account with your current activity which may take a couple of days.

This login information is also what you will use for event registration.

Thanks for creating an InFellowship Account!

If you have any questions about setting up your account or about any of the features in your account please contact Erin Keiper at [erink@eastcooperbaptist.com](mailto:erink@eastcooperbaptist.com) or call the church office at 843-856-3222