

# Launching Meaningful Data

**Welcome to a new and interactive way to be connected with the life of St. Paul's UMC!** This **Q&A Guide** will help you make the most of our new **InFellowship** program. You can use this Guide to assist in setting up your account as you would with your child's school, your bank, or credit card! Active guests, regular attendees and members are all highly encouraged to take advantage of this opportunity. Please feel free to contact [Ronelle@stpaulslenexa.org](mailto:Ronelle@stpaulslenexa.org) or [Donw1015@yahoo.com](mailto:Donw1015@yahoo.com) with questions.

**What are the benefits and why would I want to access my personal record in St. Paul's InFellowship account?** By creating an account you will be able to directly manage the basic information on your record, view the groups to which you belong and among other things, choose new groups. By opting in to the directory, you will have a central point of contact information, including a Google map, to quickly connect with others who have also opted in to the directory.

## How do I set up an account and have access?

1. Go to [spumcks.infellowship.com](http://spumcks.infellowship.com)
2. Click "Register" in the upper right corner.
3. Fill in the web form to connect you to your FellowshipOne record and send yourself an activation email. Check that email and click on the activation link. If you use the same email that we have in our records, you'll immediately see everything.

## Now that I have my account, what will I be able to do?

- ✓ **Edit your profile** – click on the option and it will open a page that will allow you to:
  - Make edits now and/or any time you change your address, phone, email or emergency number. (This is a critical field that will provide immediate contact with the person you have indicated if you or your children encounter an emergency while at the church or a church activity.)
  - Upload a picture of each individual in your household and your family as a group. (We recommend a portrait style head shot that is saved at 1mb or less.)
- ✓ **Choose your preferred Privacy Setting and opt in to the directory - highly recommended.** Only those who opt in will appear in the directory and have web-based access to the directory.
- ✓ **See your Groups.** Check out the groups of which you are a member or leader; click on the option and view the list of members and the leader, see their picture, and email them.
- ✓ **Find a Group** you would like to connect with and make a request to join the group.

## As a parent, how do I manage my children's InFellowship records?

You will manage your children's records until they graduate from high school and move on to college, at which time they can begin managing their own records.

1. Sign in to your **own** InFellowship account.
2. Click **Account** in the upper right corner and select your name.
3. Click the **Update your profile** link on the right. You will see your other household members listed there. (If they don't show up or show up incorrectly, please contact [Ronelle@stpaulslenexa.org](mailto:Ronelle@stpaulslenexa.org).)
4. Click **Edit** below the child's name to edit the child's information.

This information allows us to include attendance of your children in their Sunday School classes, VBS, Children's Choir, etc., and assist staff and teachers in communicating with parents. If you'd like to know more about the information we collect and use about your children, please feel free to contact us.