

My Community Administration

Welcome. This demo shows behind the scenes of MyCommunity and how church administrators can view, add/update, and display their community information.

Click any key to advance to the next screen.



Account Info

You can update church information with ease.

Choose from basic contact information, statement of faith, or service types and times.

The screenshot shows a web browser window displaying the 'Account Information' page for 1KOINONIA.com. The page title is 'Account Information' and the URL is 'http://www.1koinonia.com/member_church_info.html'. The page is for the 'Administration: 2nd Church of God'. A left-hand navigation menu includes links for Home, Account Information, Change Password, Staff Members, Church Members, Category Groups, Ministries, Service Types, Staff Categories, Homepage Content, Statement of Faith, Photos, Calendar, Member Activities, Welcome Email, Send Email Blast, and Email Blast Queue. The main content area is titled 'Account Information' and contains a form for updating account information. The form is divided into sections: 'General Information' with fields for Church Name (2nd Church of God), Address (Test st. 5), City (Chandler), State (Arizona), Zipcode (5234), Church Email (andrew@lurus.com), Phone (523-523-523), and Fax (555-555-555); 'Current Statement of Faith' with a text area containing placeholder text; and 'Service Times' with a table for adding service times. The 'Service Times' table has columns for Start Time, Service Type, Day of Week, and a delete button. Below the table are dropdown menus for selecting time, type, and day, and an 'Add Time' button. An 'Update Information' button is located at the bottom of the form.

Account Information

Administration: 2nd Church of God

Account Information

Home
Account Information
Change Password
Staff Members
Church Members

Category Groups
Ministries
Service Types
Staff Categories

Homepage Content
Statement of Faith
Photos
Calendar

Member Activities
Welcome Email
Send Email Blast
Email Blast Queue

Account Information

Make edits to your account information below.

General Information

Church Name: 2nd Church of God

Address: Test st. 5

City: Chandler

State: Arizona

Zipcode: 5234 check options for surrounding cities

Church Email: andrew@lurus.com

Phone: 523-523-523

Fax: 555-555-555

Current Statement of Faith

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Quisque sed felis. Aliquam sit amet felis. Mauris semper, velit semper laoreet dictum, quam diam dictum urna, nec placerat elit nisl in quam. Etiam augue pede, molestie eget, rhoncus at, convallis ut, leo. Aliquam pharetra. Nulla in tellus eget odio sagittis blandit. Maecenas at nisl. Nullam lorem risus, pellentesque a, fringilla vel, semper at, ligula. Mauris eu wisi. Ut ante du, aliquet nec, congue non, accumsan sit amet, lectus. Mauris et mauris. Duis sed massa id mauris pretium venenatis. Suspendisse cursus velit vel ligula. Mauris elit. Donec neque. Phasellus nec sapien quis pede facilisis suscipit. Aenean quis risus sit amet eros volutpat ullamcorper. Ut a mi. Etiam nulla. Mauris interdum.

Service Times

Items can be added to the Service Types dropdown by selecting [Service Types](#) in the left navigation.

Start Time	Service Type	Day of Week	
10:00am	Traditional	Sunday	delete
<input type="text" value="--Select Time--"/>	<input type="text" value="--Select Type--"/>	<input type="text" value="--Select Day--"/>	Add Time

Update Information

Staff Members

Add/Update/Delete or Archive staff members to MyCommunity. With a check of a box you can convert any church member into a staff member giving them limited privileges to post new events and send email to members.

The screenshot shows a web browser window with the URL http://www.1koinonia.com/member_staff.html. The page title is "Staff Members". The main heading is "Administration: 2nd Church of God".

Account Information

- Home
- Account Information
- Change Password
- Staff Members
- Church Members

Category Groups

- Ministries
- Service Types
- Staff Categories

Homepage Content

- Statement of Faith
- Photos
- Calendar

Member Activities

- Welcome Email
- Send Email Blast
- Email Blast Queue

Staff Members

Make edits to your staff information below.

Current Staff Members

Last Name	First Name	Title	Email	Archive	Delete
Corzo	Carlos	Staff Member	carlos@sonoranseacondo.com	<input type="checkbox"/>	<input type="checkbox"/>
Depp	Johnny	Staff Member	johnny@depp.com	<input type="checkbox"/>	<input type="checkbox"/>
Dickey	John	Pastor	dickey@dickey.com	<input type="checkbox"/>	<input type="checkbox"/>
Heffer	Iu	Staff Member	Iu@heffer.com	<input type="checkbox"/>	<input type="checkbox"/>
Priezjev	Andrew	Staff Member	andrew@lurus.com	<input type="checkbox"/>	<input type="checkbox"/>
Rohmann	Rodney	Staff Member	rohmann@osk.net	<input type="checkbox"/>	<input type="checkbox"/>

Add Staff

First Name

Last Name

Address

City

State

Zipcode

Email

Home Phone

Cell Phone

Fax

This Staff Member is a:

New items can be added to this list by selecting Staff Categories in the left navigation.

Add Staff Photo

Photos will display at 125 x 150 pixels.

no file selected

Members Directory

Store your entire photo-based member directory right here on MyCommunity. Encrypted to keep your members' information safe.

MyCommunity allows you to add, update, delete, archive, and view complete member listings.

Member Directory

http://www.1koinonia.com/member_members_list.html

The W3C Mar... ion Service Department type, logos logo Desert Digit... Send A File KLSXFM New Sponsor Arch Login

1KOINONIA.com

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Account Information

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Member Directory

Make edits to your account information below.

Member Directory	Add New Member	Archive	Member Home		
Last Name	First Name	Phone	Email	Archive	Delete
Corzo	Carlos	7	carlos@sonoranseacondo.com	<input type="checkbox"/>	<input type="checkbox"/>
Depp	Johnny		johnny@depp.com	<input type="checkbox"/>	<input type="checkbox"/>
Dickey	John		dickey@dickey.com	<input type="checkbox"/>	<input type="checkbox"/>
doe	john		carlos@thepartynetwork.com	<input type="checkbox"/>	<input type="checkbox"/>
helfer	hu	8787878	hu@helfer.com	<input type="checkbox"/>	<input type="checkbox"/>
Priezjev	Andrew	+7 905 990 33 67	andrew@lurus.com	<input type="checkbox"/>	<input type="checkbox"/>
Rohmann	Catherine		rohmann2@cox.net	<input type="checkbox"/>	<input type="checkbox"/>
Rohmann	Gail	12345678	rohmann4@cox.net	<input type="checkbox"/>	<input type="checkbox"/>
rohmann	julie		rohmann1@cox.net	<input type="checkbox"/>	<input type="checkbox"/>
Rohmann	Rodney	321	rohmann@cox.net	<input type="checkbox"/>	<input type="checkbox"/>
Wacker	her	6	o@orangedesign.com	<input type="checkbox"/>	<input type="checkbox"/>

Save Changes

Category Groups

Maintain control of various church groups, service types, and staff categories. Add/ Update and Delete items in the previous categories allowing you to customize the makeup of you church.

The screenshot displays the 'Church Groups' administration page on the 1KOINONIA.com website. The browser's address bar shows the URL 'http://www.1koinonia.com/member_church_groups.html'. The page header includes the site name '1KOINONIA.com' and the sub-header 'Administration: 2nd Church of God'. A sidebar on the left lists various administrative options, with 'Category Groups' highlighted. The main content area features a table of existing church groups and a form to add a new one.

Order	Church Group Name	Delete
↑↓	Primary Group	☒
↑↓	Secondary	☒
↑↓	Youth Group	☒
↑↓	New Group	☒

Save Changes

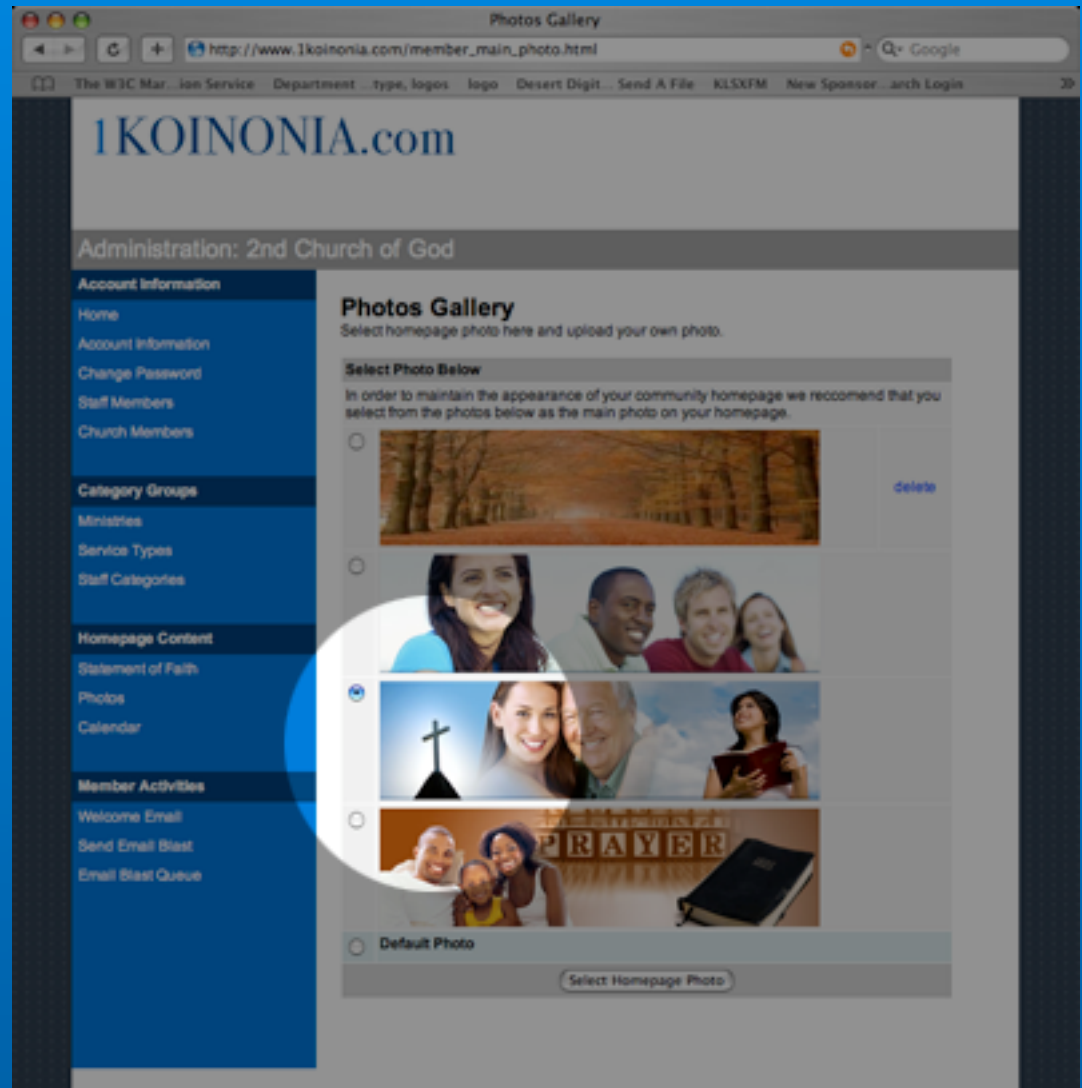
Add New Church Group Here

Church Group Name

Add New Group

Homepage Content

MyCommunity homepage content is controlled right here in the administration. Add/Update your statement of faith, select from customized homepage photos to match your communities look and feel and add church events that are displayed on the MyCommunity calendar.



Calendar

Keep your members up-to-date with the latest events and happenings at the church. Our Calendar allows administrators to quickly add events in real time to the calendar and send notification to all or select members.

The screenshot shows a web browser window with the URL http://www.1koinonia.com/member_upcoming_events.html. The page title is "Upcoming Events". The website logo "1KOINONIA.com" is at the top. Below the logo, it says "Administration: 2nd Church of God".

The left sidebar contains a navigation menu with the following items:

- Account Information
 - Home
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The main content area is titled "Upcoming Events" and includes the subtitle "Keep your members informed on upcoming events." Below this is a search bar with the text "Search Event" and a "Go" button. A table lists the following events:

Event Date	Event Name	Delete
04/10/08	test2	<input type="checkbox"/>
04/10/08	test	<input type="checkbox"/>
04/10/08	Emailed Event (changed)	<input type="checkbox"/>
02/18/08	party	<input type="checkbox"/>
01/19/08	Edited Upcoming Event	<input type="checkbox"/>
01/15/08	Keep your members informed on upcoming events.	<input type="checkbox"/>

Below the table is a "Save Changes" button. Underneath is the "Add New Event" section, which includes a form with the following fields:

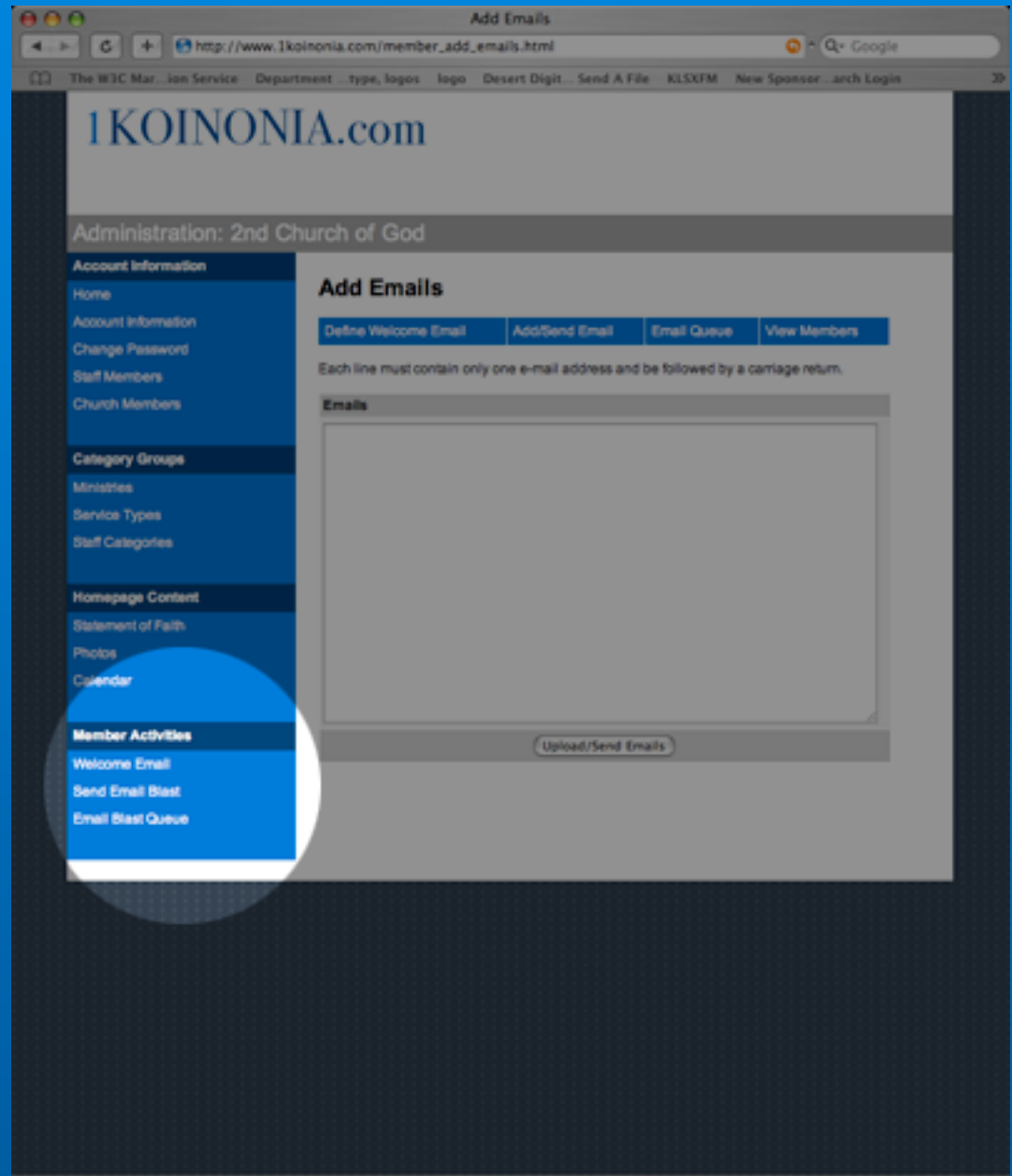
- Event Date: 04/17/2008
- Event Name: [Empty text box]
- Event Description: [Empty text area]
- Send Email to Members:

A "Submit" button is located at the bottom of the form. A white circle highlights the "Event Date" field in the "Add New Event" form.

Welcome Email

Invite all church members to join MyCommunity by sending one simple email blast that directs them to setup their own accounts.

MyCommunity keeps track of who has signed up so you can resend the welcome email to those who haven't taken the time to sign up.



Member Activities

This section allows administrators to stay in contact with church members and staff members through email blasts.

Send email to the individual member, church group, or entire member database.

1KOINONIA.com

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Send Email

Make a selection from the navigation to the left.

Date/Time To Send
04/17/2008 07:37 am

To

- Member Address --
- Staff Address --
- Groups --

Email subject

Type or paste body of email here

Allowed Tags

- {church_name} Your Church Name
- {first_name} Member First Name
- {last_name} Member Last Name
- {email} Member Email Address
- {login_url} Member Automatic Login URL

Preview Submit

All In One

The expanded MyCommunity listing provides a multitude of benefits aside from allowing the public to get a complete feel for the makeup of your church and its members.

View our other demos to see how the public and members benefit from MyCommunity.

Thank You