



MinistryOne™

## How to Download and Use the Church By Ministry One App

1. Visit your phone's app store.
2. Search for Church By Ministry One app. (It is a purple square with a white cross)
3. Click on Get or Install to download. (This is a free app)
4. When it has finished downloading, open the app.
5. Search for 75961 or First Baptist Church Nacogdoches and click on Find Your Church.
6. A list of results will appear.
7. Click on First Baptist Church Nacogdoches and select the church.  
(You only have to select the church the first time you open the app)
8. Once the church is set, the app will open to the welcome screen.  
You can choose to allow notifications and streaming or you can skip.
9. You need to set up a profile to be able to check in. Go to profile button on the welcome screen and set it up.
10. It will send a validation code through email or text. Enter that in and your profile is set.
11. Click the 9 square icon on the upper right corner to get back to the home page.
12. From there you can use the button marked Check-In to check in once you arrive on campus.
13. Once you have arrived on campus, you may precheck-in your children.
14. When you have completed check in, the app will give you a QR code that you can use to scan for nametags and guardian receipt at the Children's Building welcome desk check-in stations.
12. Remember to keep your Guardian receipt with you to give to your child's teacher so that you can pick up your child from class.