

CHURCH DIRECTORY

CHURCH CENTER ACCOUNT SET UP

Have you downloaded the Church Center App yet?

It's as easy as 1-2-3

So you can stay connected and know what is going on at Oakstreet!!



1 DOWNLOAD
the Church Center App from your Play Store/App Store.
 church center

2 SEARCH
for OakStreet Baptist Church with our logo.
 **AK STREET**
Baptist Church

3 SELECT
log in and follow the steps to enter your phone number, verify and set up your account.

CHURCH DIRECTORY PROFILE SET UP GUIDE

HAVE YOU SET UP YOUR DIRECTORY PROFILE?

STEP
01

FOLLOW ACCOUNT SET UP GUIDE

Be sure to provide an email in your account set up. You will then need to wait for an email invitation to the directory.

STEP
02

RECIEVE EMAIL INVITATION

Click on the link in the email and it will ask you to log into Church Center. Use the login you set up when you downloaded the app.

STEP
03

UPDATE INFORMATION

Update any information not previously completed. - See "Updating information" guide for help with this step.

STEP
04

SHARE INFORMATION

Now you will decide what information you would like to share with our church family - See the "Sharing information" guide for help with this step.

STEP
05

START USING THE DIRECTORY

Your all set!! You can now start using the app/directory to start connecting with others and getting information on whats gong on at Oak Street!!

CHURCH DIRECTORY UPDATING INFORMATION GUIDE



HOW TO UPDATE YOUR INFORMATION

1 OPEN CHURCH CENTER APP
Log in to the church center app on your phone.

2 FIND THE "ME" TAB
Click on the "Me" tab on the bottom of the page with the navigation tabs.

3 CLICK THE ARROW
Tap the arrow next to your photo. - "My profile and settings."

4 CLICK "MY PROFILE & HOUSEHOLD"
Located at the top of the page.

5 MAKE CHANGES
Click "Edit" and make any changes that are needed. Then click "Update." This is also where you can update your photo if needed.

6 UPDATE CONTACT INFO
Click "Edit" and update your contact information as needed. Then click "Update.."

Repeat these steps for each person in your family. Don't forget to add your children as well.

CHURCH DIRECTORY SHARING INFORMATION GUIDE

HOW TO SHARE YOUR INFORMATION

1 OPEN THE CHURCH CENTER APP

LOG IN TO THE CHURCH
CENTER APP

CLICK ON THE "ME" TAB

CLICK ON THE ARROW NEXT
TO YOUR PHOTO

2 CLICK ON "DIRECTORY PROFILE".

CHECK MARK ANY
INFORMATION YOU WOULD
LIKE SHARED WITH OTHERS.
DO THIS FOR EACH MEMBER OF
YOUR FAMILY.

PLEASE NOTE - AT A MINIMUM,
WE ASK THAT YOU SHARE
YOUR PHONE NUMBER SO YOU
CAN BE CONTACTED

3 CLICK UPDATE

YOUR ALL SET!!

YOUR PROFILE IS NOW LIVE
AND ABLE TO BE VIEWED BY
OTHERS.

HOW TO USE THE CHURCH CENTER APP

HOW TO USE



church center



Me



Home



Directory



Calendar

Use this tab to update your profile and share information.

Use this tab to access links to our website, facebook and youtube as well as our Vision, Mission and Values.

Use this tab to access the church directory and connect with others.

Use this tab to access our church calendar and keep up with whats going on at Oakstreet.