

MyUCD Directory App - Documentation for End User

Thank you for being a part of the Church Name Directory. In addition to receiving the printed directory, you are now able to use the directory on your mobile device with this accompanying mobile App. It's free and easy to use!

Below is a rundown of how the App can be used, from installation to daily usage.

The Mobile App

The App works on iOS (Apple devices) as well as Android devices. The following simplifies the process of downloading and using the App to your best advantage.

I. iOS (Apple App Store)

1. Download the App

The first thing a user needs to do is actually get the App onto their mobile device. This section lists, in bullet format how that will work and any concerns/questions related to this part of the user experience.

- On you iOS device, click on the following link:
<https://itunes.apple.com/us/app/universal-church-directory/id1005590097?mt=8>
- OR go to the App Store and search for 'universal church directory'
- Click on the "GET" button
- The button will then change to "INSTALL," click on the button again
- When the App has finished installing, click "OPEN"

2. After App Installation

After the user has downloaded and installed the App, once the App is opened, the user will be prompted to enter a code, given to them by their church administrator.

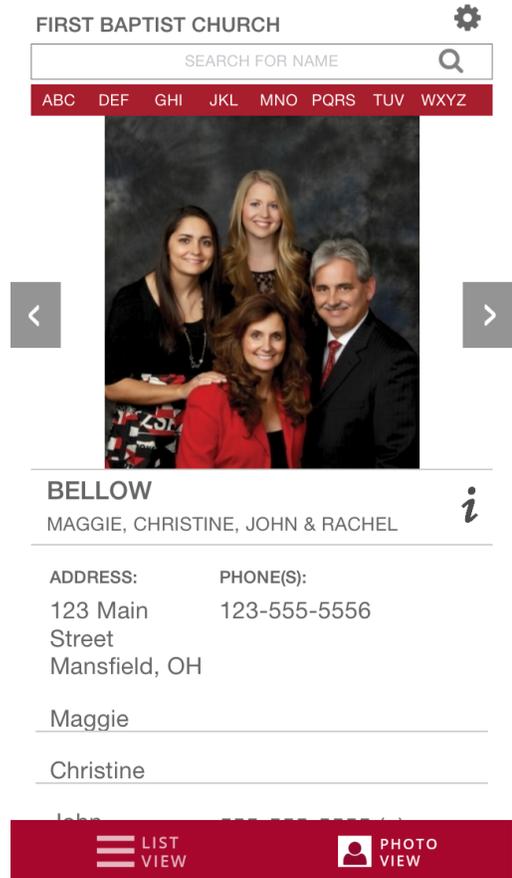
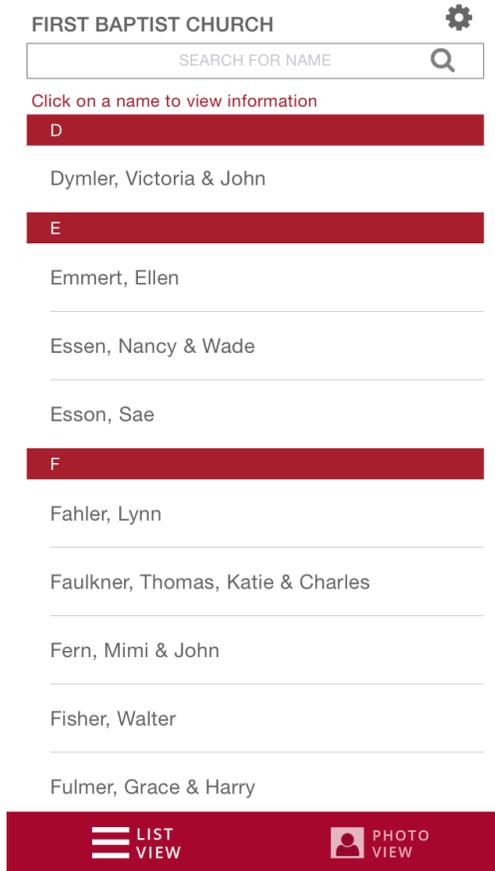
- When the App is accessed for the first time, you must enter your unique identifier code*



- Click on the “DOWNLOAD MY CHURCH DIRECTORY” button (there may be a few seconds delay)
 - First, the church member information is downloaded into the App
 - Second, the App will start to download images in the background, so the image may not appear with the church member information immediately

3. Using the App

- There are two options once you’ve entered your identifier code:
 - 1) *List View*
Browse your church directory using a list of names
 - 2) *Image View*
Browse your church directory using family pictures
 - 3) *Settings*
If the settings option is chosen, the App will resort back to the main screen, with a prompt for an identifier code. This is the only settings option throughout the App.



I. Android (Google Play Store)

1. Download the App

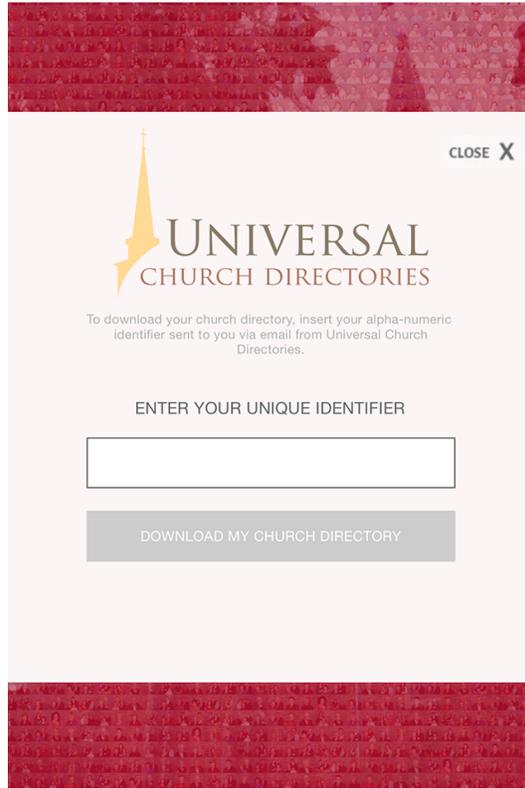
The first thing a user needs to do is actually get the App onto their mobile device. This section lists, in bullet format how that will work and any concerns/questions related to this part of the user experience.

- On your Android device, click on the following link:
<https://play.google.com/store/apps/details?id=com.universalchurchdirectory.grp46&hl=en>
- OR go to the Google Play store and search for 'universal church directory'
- Click "INSTALL" to download and install the App
 - This will display a popup window, in which you should select the "ACCEPT" button
- When the App is finished installing, click the "OPEN" button

2. After App Installation

After the user has downloaded and installed the App, once the App is opened, the user will be prompted to enter a code, given to them by their church administrator.

- When the App is accessed for the first time, you must enter your unique identifier code*



- Click on the “DOWNLOAD MY CHURCH DIRECTORY” button (there may be a few seconds delay)
 - First, the church member information is downloaded into the App
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3. Using the App

- There are two options once you’ve entered your identifier code:
 - 4) *List View*
Browse your church directory using a list of names
 - 5) *Image View*
Browse your church directory using family pictures
 - 6) *Settings*

If the settings option is chosen, the App will resort back to the main screen, with a prompt for an identifier code. This is the only settings option throughout the App.

FIRST BAPTIST CHURCH 

SEARCH FOR NAME 

Click on a name to view information

D

Dymler, Victoria & John

E

Emmert, Ellen

Essen, Nancy & Wade

Esson, Sae

F

Fahler, Lynn

Faulkner, Thomas, Katie & Charles

Fern, Mimi & John

Fisher, Walter

Fulmer, Grace & Harry

 LIST VIEW  PHOTO VIEW

FIRST BAPTIST CHURCH 

SEARCH FOR NAME 

ABC DEF GHI JKL MNO PQRS TUV WXYZ



BELLOW 

MAGGIE, CHRISTINE, JOHN & RACHEL

ADDRESS: 123 Main Street Mansfield, OH PHONE(S): 123-555-5556

Maggie

Christine

John

 LIST VIEW  PHOTO VIEW