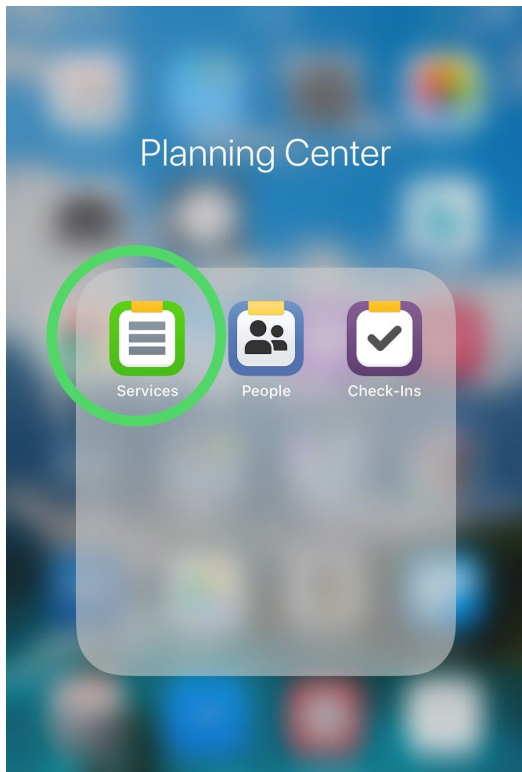


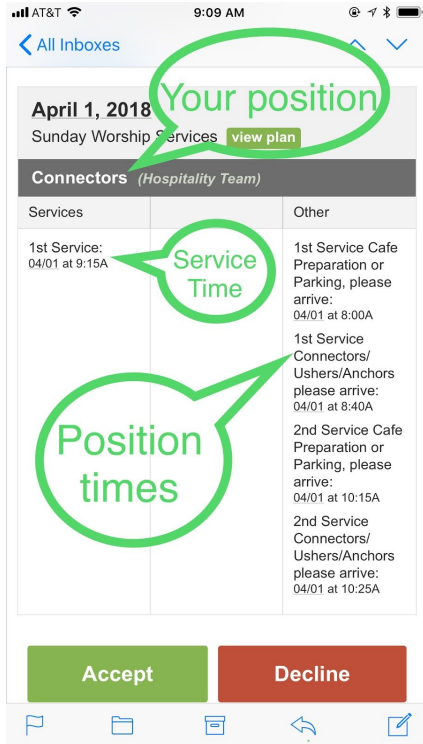


UNDERSTANDING PLANNING CENTER APP

We encourage you to download the *Planning Center Services* app for your Smartphone. The icon looks like this:



When we schedule you for a role on the Hospitality Team (Usher, Connector, Parking Attendant, etc...) you will receive an email to accept or decline. The email can be confusing as we have different times for the different roles. Here is an explanation of the email:



When using the *Planning Center Services* app on your phone, you can help us with scheduling by going to the Menu button on the top left corner and choosing to block out dates. This is where you can also link to your personal calendar so that when you accept a role, it will automatically place it on your calendar as a reminder!

