

INFELLOWSHIP

HOW TO CREATE AN ACCOUNT

- 1) Go to <https://saalemcog.infellowship.com/UserLogin>
- 2) You arrive at the “login screen.”
- 3) Click “Sign Up”
- 4) Enter your name, email, choose a password, & then complete the security check.
- 5) You will be sent a confirmation email
- 6) Login to your email
- 7) Click the confirmation link

- 8) Return to the login screen
- 9) Login using your email address and the password you chose
- 10) You are now in your InFellowship account
- 11) You will see the following menu options:
 - Update Profile:** Update your phone number, email, address, etc.
 - Privacy Settings:** Determine who is allowed to view your information, and how much
 - Church Directory:** View the church directory as a list and search for individuals
 - Your Groups:** View the groups you lead and the groups you are a part of
 - Find a Group:** Register for life groups
 - Your Giving:** View your giving record, give, or schedule regular giving
- 12) You can toggle between any of the menu options, as desired
- 13) Click “sign out” when you are finished

Questions?

m.galvin@saalemchurch.org | 937.836.6500 X115