



Your Door

Your Profile

PHOTO

Please upload a photo to help us know who you are. Upload a photo using the camera icon on your profile page.

CONTACT INFO

Edit button - update contact info, personal details and any custom information specific to attending church

ADJUST YOUR VOLUNTEER SCHEDULE

In your profile, there is an involvement tab. Go to the Serving tile, and hover over the ... ellipses. Click Availability to Serve to block out dates or update your preferences for each of your volunteer positions.

MORE...

...You may notice these ellipses dotted through out your profile. Hover over them for additional options.

Privacy Settings

CHURCH LEADERSHIP ONLY

Church leadership is able to view some of your information (address, phone numbers, etc), and very few limited staff are able to view more personal data like allergy info and financial transactions, based on need to know. You get to control who else (friends, group members, etc.) sees this info.

UPDATE YOUR PRIVACY SETTINGS

Within your profile, hover over the ...ellipses. Select Privacy and update your settings as you like. Members names only are "listed" and visible to those with a login.

Communication Preferences

- **YourDoor** is hosted by Church Community Builder (CCB.) Emails may contain ccbchurch.com.
- Please Note: All emails sent out of CCB are sent from the same email engine. If you mark one message as SPAM, ALL emails coming from Open Door will get marked as SPAM. Please update your communication settings to determine which emails you get instead of marking some as SPAM.
- Here's a **help article** that may help you with details: <https://churchcommunitybuilder.force.com/s/article/361766>
- Please note, we also use Constant Contact for our separate all-church e-wire list. If you would like to unsubscribe from that list, please do so at the bottom of the email you received.

Help/Support

LEFT SIDE MENU

The Menu to the left side of your screen will help you access registration forms, calendars, groups, giving, and more..

ADDITIONAL QUESTIONS?

support@thedoor.org