



## Digital Family Directory and Church Calendar

Welcome to our online directory for our church family of Ridgedale Baptist Church. To join the online directory following the easy steps below.

### Log in using IOS or Android Device

**Step 1:** Go to Apple Store or Google Play Store / Download SimpleChurch CRM

*(look at logo at top of this page)*

**Step 2:** Open the app on a phone/tablet device

**Step 3:** DOMAIN = click in the box DOMAIN, type the word **Ridgedale** to replace the word domain which is in the box. The word domain will disappear.

**Step 4:** Go to bottom of the app and press Forgot Password. Enter your email address and press submit. *(If for some reason we do not have your correct email in our system, you will NOT receive password information. Contact Chris to have your email updated.)*

**Step 5:** An email will be sent to you with your login information.

### Log in using a Computer:

**Step 1:** Go to <https://ridgedale.simplechurchcrm.com/>

**Step 2:** Press forgot password

**Step 3:** Enter your email address and press submit. *(If for some reason we do not have your correct email in our system, you will NOT receive password information. Contact Chris to have your email updated.)*

**Step 4:** An email will be sent to you with your login information.

Confidentiality of our members information is IMPORTANT. At anytime a member may request to have their information removed from our online directory. Note: this also will remove information from any printed directories.

To be removed Email [ridgedale@ridgedale.org](mailto:ridgedale@ridgedale.org)

## Our Guiding Principles: High tech / high touch