


SAINT ANN PARISH WEBSITE MEMBER AREA PRIVATE GROUP REFERENCE GUIDE

www.stannrcc.org

Accessing the Member Area



Contact Information | Map & Directions | Regular Schedule | Affiliations | **Member Login** | search site

Saint Ann Catholic Church
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Home | From the Desk of the Pastor | Calendar & Schedules | Staff & Councils | Resources

Our Story | Adoration & Prayer | Feeding the Hungry | Bulletins & Homilies | Ministries & Committees | Faith Formation

Thank You for interest in Saint Ann Catholic Church! As St. Ann was the mother of Jesus, we hope you will feel a warm embrace in our arms.

Support our Parish when you shop on Amazon! 0.5% of purchase total is donated to our Social Concerns fund.

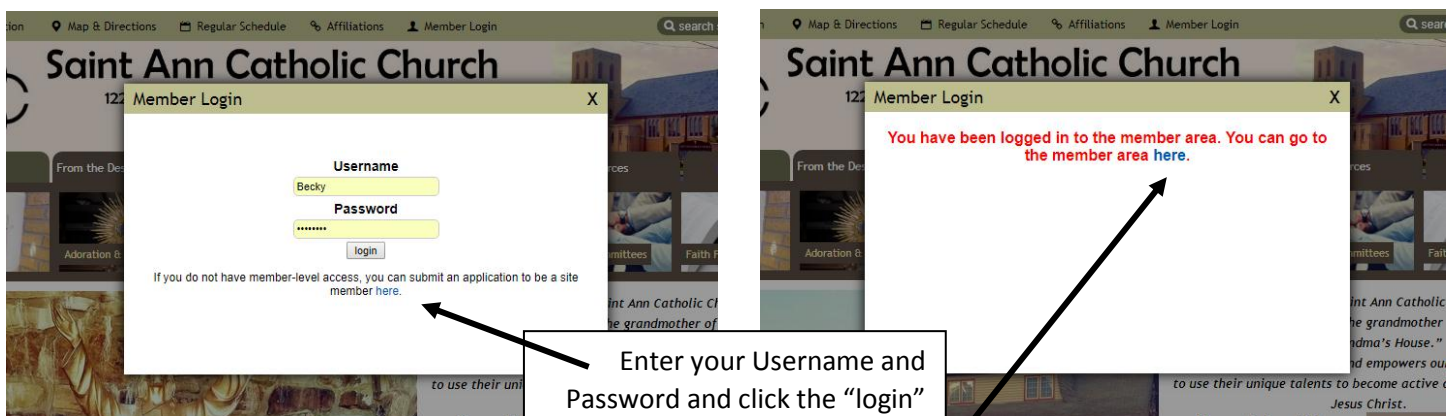
mychurchwebsite.net

Member Login
site administration

To access the member area, select the "Member Login" link at the top of the page.

The "Member Login" link is at the bottom of the page on a mobile device.

Logging into the Member Area



Member Login

Username: Becky
Password: *****
login

If you do not have member-level access, you can submit an application to be a site member here.

You have been logged in to the member area. You can go to the member area [here](#).

Enter your Username and Password and click the "login" button.

Once logged in successfully, click "here" to go to the member area.

Navigating the Member Area

Member Area

Main Individuals Groups Forums Bible Logout

Welcome, Becky!

My Groups

- Building & Grounds Council
- Communications Committee
- Councils & Leadership
- Leadership Team
- Parish Pastoral Council
- Test Group

Forums in Which I'm Participating

- none

Bulletins

no bulletins posted

View My Profile
Edit My Profile

April 2018

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Birthdays This Month
no birthdays this month

Anniversaries This Month
no anniversaries this month

Request a Change of Information

If you see any information in this area that is incorrect, that does not belong, or that you would like to see added, please notify us by clicking here and by filling out the form.

Personal Information can be edited at any time by clicking the "Edit My Profile" link.

The Bulletins, Forums, and Calendar on this Main Page are for general Parish use by everyone in the Member Area.

For specific private group information, please select the group's name link under My Groups.

Navigating the Private Group Area

Parish Pastoral Council

Manage Group Members Manage Group Calendar Events Manage Group Bulletins Manage Group Forum Topics

Group Email & Text

Parish Pastoral Council
April 2018

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Upcoming Events

Wednesday, April 11

- Pastoral Council Meeting
7:00 PM to 8:30 PM
Held the 2nd Wednesday of the month with the exception of July unless needed.
- Service Pillar Update
7:00 PM
Please use Pillar Report template as a guide.
- Word Pillar Update
7:30 PM
Please use Pillar Report Template as a guide.

Group Bulletins

- Test Bulletin
Posted: April 11, 2018
Bulletins will be for approved documents, such as meeting minutes, Constitution Bi-Laws, Strategic Plan, etc., for reference.

Parish Strategic Plan 2017-2021

Group Forums

- Test Forum

Group Members

Click on a group member's name to bring up their individual information.

- Bill Carlucci
- Ginny Eaton
- Becky Goonan
Group Web Administrator
- Christine Haas
Chairperson & Group Web Administrator
- Brian Haas
- Tiffany Haller
- Bill Piotrowski
- Paul Roman
- Vito Sylvester
- Rosemary Wiegand
- Mary Wolf
Secretary & Group Web Administrator

The Calendar on this Group Area indicates events specific to the private group.

The Bulletins and Forums on this Group Area can only be seen by private group members.

More information about Bulletin and Forum use is on the next page.

Those that are not Group Web Administrators will not have these options visible.

The Group Web Admins include the Chairperson and Secretary and the Communications and Technology Coordinator.

Private Group Area Bulletins

Group Bulletins

▶ Test Bulletin

Posted: April 11, 2018

Bulletins will be for approved documents, such as meeting minutes, Constitution & Bi-Laws, Strategic Plan, etc., for reference.

Parish Strategic Plan 2017-2021

Bulletins are always found at the top of the Group Area. They are sorted by date posted. Group Members may be notified by email of the addition of a Bulletin, but they will be directed to the Group Area for viewing. Document links will be present in the bulletin area for easy access and reference.

Private Group Area Forums

Member Area > Forums >
Test Forum

Main Individuals Groups Forums Bible Logout

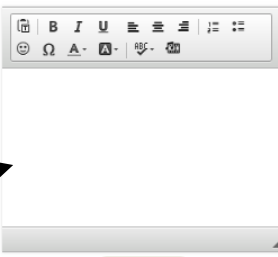
Forums will be used for topics that require discussion and input, such as edits to documents.

Subscribe by Email to This Forum

Post By: Post:

Becky
Goonan
April 11,
2018
2:05 PM
Edits can be inputted directly to the Forum for all to view.

Make a Post



Any suggested edits or comments posted to the Forum will appear here and will be sorted by date and time. The author of the post will also be indicated.

To post suggested edits or comments to the Forum simply fill out this form box and click "Submit Post."

Forums are always found just below the Bulletins in the Group Area. They are sorted by date posted. Group Members may be notified by email of the addition of a Forum, but they will be directed to the Group Area for viewing. To view a Forum, you must click on the topic title, which will bring you to this page.

Group Members will have the option to be notified by email of any post updates to a Forum by clicking this button.

Only Group Web Administrators have the ability to create new Bulletins and Forums.

For Group Web Administrator functions instructions, please see the next page.

Please contact Becky Goonan with any questions or concerns with general website or member area usage.

570.447.4795 | media.stannrcc@gmail.com

Group Web Administrator Functions

Parish Pastoral Council

Manage Group Members

Manage Group Calendar Events

Manage Group Bulletins

Manage Group Forum Topics

Group Email & Text

Manage Group Bulletins

To add, edit, or delete Group Bulletins click “Manage Group Bulletins” on the Main Group Area Admin Menu Bar.

To add a bulletin, simply fill out the form.

To include a document in the bulletin, use the insert link icon and select the appropriate document from the document drawer.*

*A separate reference guide for Website Administrator functions is available.

Add Bulletin

Insert Link Icon

Link

Link Type: URL

Protocol: http://

Link to a Document in Your Document Drawer: [Select Document Here]

Would you like this bulletin to be emailed to all persons in the group upon posting?

No Yes

save bulletin

You can select to notify group members by email of a bulletin addition or update.

To edit an existing bulletin, click the scissors by the bulletin title.

To delete, click the X.

Manage Bulletins

Edit/Delete Title	Date Added
Test Bulletin	04-11-2018

Manage Group Forums

To add, edit, or delete Group Forums click “Manage Group Forum Topics” on the Main Group Area Admin Menu Bar.

The general instructions to manage forums are the same as for bulletins.

If anonymous posts are allowed, Members will have the ability to select to remain anonymous while posting.

Add Forum Topic

Insert Link Icon

Topic Picture

Choose File No file chosen

Allow anonymous posts in this forum topic.

Notify all group members by email of the creation of this forum topic.

Save Forum Topic

You can select to notify group members by email of a forum addition or update.

*Members have the option to subscribe to Member Forum posts.

Manage Group Forum Topics

Edit/Delete Title
Test Forum