

YOU ARE HERE

Your Guide to Navigating The City

YOUR CITY INFORMATION

URL:

LOGIN:

PASSWORD:



1 News Feed

Right in the middle of your home page is your News Feed, which gives you all the news from the groups you belong to and the people you're connected to. Select one of the tabs to filter your News Feed.

4 Groups

So much of church life happens in the context of groups, and the **GROUPS** menu gives you quick access to all the groups you're in. When you want to plan a group event, start a discussion, organize help for someone in need, call people to prayer, or share some pictures, you can do it all right in The City.

7 Search

If you're looking for anything in The City, this is the place to go. Just type in what you're looking for—names of people you know, groups you're interested in, that amazing potato salad recipe someone posted last summer, anything—and The City will help you find it.

2 Messages

Don't know someone's email address? No problem. Just write them a **MESSAGE** in The City, and they'll get an email. You can add multiple people to the same message, too, and The City will keep the whole conversation organized for you on your Messages page.

5 Friends

The City makes it easy for you to keep up with what's going on in the lives of your friends. Just use the Suggestions panel or the Search tool to find people you know and request they add you as a friend. When they accept, they'll be added to your **FRIENDS** page, and you'll see their status updates in your News Feed (and they'll see yours).

8 Reminders

The **REMINDERS** panel is always waiting for you with important notifications, like invitations to join a group or a friend request. You can also click **+ ADD A NEW REMINDER** to create reminders for yourself.

3 Calendar

There are all sorts of great things going on around the church. To stay in the loop and get involved, keep an eye on your **CALENDAR** tab. The blue circle will show you how many upcoming events you haven't responded to, and you can click the tab to view event details and RSVP. The City will even send you a reminder before each event you're planning to attend.

6 Account Settings

Click **ACCOUNT SETTINGS** to update your Account and Profile information, add your Family relationships, update your Contact Information, or select Skills you possess. You can also configure all your personal and group Notification settings here, too.

9 Suggestions

Can't remember the name of that new friend you met at the church barbecue last week? Never fear! The **SUGGESTIONS** panel will show you pictures (with names) of people you might know, so you can request they add you as a friend and stay in touch through The City.