



Welcome to *my* first church online community

MyFirstChurch is our new online community. It's a safe place to get connected to all that's going on at First Church. Log into MyFirstChurch on our website at www.whfirstchurch.org. *Home, Groups, People, Serve, Give* and *More* are found in the *Menu* on the left side of the screen. To get to *Settings*, click on your name in the top right corner of the screen.

1. UPDATE YOUR CONTACT INFORMATION

Click **SETTINGS>EDIT PROFILE>BASIC**

Edit your phone number, email, address and other basic information. Edit it once and every group you belong to will have your current information.

2. UPLOAD YOUR PHOTO

Click **SETTINGS>EDIT PROFILE>BASIC**

Show us your best mug shot! Please include a photo of YOU, not your dog or your car. With over 500 active members in the database, we like to put a face with a name.

3. UPDATE YOUR PRIVACY SETTINGS

Click **SETTINGS>PRIVACY SETTINGS**

We value your privacy and treat your information with the utmost care. It's easy to select the information you want (and don't want) to share with others at First Church.

4. SELECT YOUR COMMUNICATION PREFERENCES

Click **SETTINGS>COMMUNICATION SETTINGS**

You have the option of choosing how people in your group communicate with you. Choose to receive text messages, a weekly summary of group activity and emails from other members in your groups.

5. TELL US ABOUT YOUR SPIRITUAL GIFTS

Click **SETTINGS>EDIT PROFILE>MY FIT**

God has given each one of us spiritual gifts. What motivates you? Choose from one of seven motivational spiritual gifts.

6. TELL US ABOUT YOUR PASSIONS AND ABILITIES

Click **SETTINGS>EDIT PROFILE>MY FIT**

What are you passionate about? Missions? Working with students? And what abilities do you have? Do you like to build stuff? Do you have office skills? Let us know!

7. SET UP YOUR PERSONAL STYLE

Click **SETTINGS>EDIT PROFILE>MY FIT**

Tell us how you're wired, and we'll match you to volunteer positions and opportunities in the church family.

8. FIND A PLACE TO SERVE

Click **SERVE>POSITIONS**

Looking for a place to contribute your time and talent? Browse open positions in MyFirstChurch. If you've given us information about you, including your personal style, spiritual gifts, passions and abilities, you can find positions that specifically match you!

9. PRINT GIVING STATEMENTS

Click **SETTINGS>PROFILE>FINANCIAL TAB**

Now you can print your giving statement at any time. You can print it for the current year or for prior years for tax purposes.

10. GIVE ONLINE

Click **GIVE**

First Church accepts online contributions. Giving via MyFirstChurch is easy, and you can be confident that your financial information is safe and secure. You can make a onetime contribution, or you can set it up to repeat on a schedule.

Watch this instructional video explaining how to update your profile, communication, and privacy settings: <https://player.vimeo.com/video/159083491>. Feel free to explore and find out what MyFirstChurch can do for you!

If you did not receive an email inviting you to join our community, or if you have questions or concerns, please contact Suzanne at suzanne.nardi@whfirstchurch.org.