

InFellowship: Your Parish Information and Activities

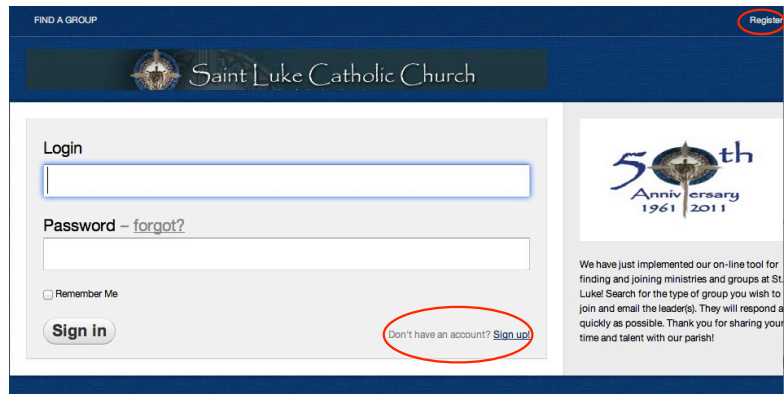
The InFellowship application is a tool to help you manage you and your family's parish information profile while giving access to features and functions from the St. Luke data management system. You can do any of the following with the St. Luke InFellowship system:

- Create and manage your account
- Edit your profile
- Configure your privacy settings
- View the church directory
- View your group involvement

Create and manage your account

St. Luke uses InFellowship to help you quickly connect to other people at the church and to manage some of the things you need to do to help with that. Many of the functions of InFellowship require you to create an account and sign in. When you create an account, you are creating a profile that is held in the strictest confidence and may only be seen and used by authorized church staff. Your church has a privacy policy that you can access by clicking the Privacy Policy link at the bottom of the InFellowship screen.

On our main web page (www.stluke.org), the menu button "Get Involved" and the larger graphic "Share Your Talents ... Community Opportunities Just a 'Click' away ..." both lead to this new service. The first time you log on, you have to register, either by using the "register" button at the upper right or by using the "sign up" button at the bottom. (See figure at right.)

The screenshot shows the Saint Luke Catholic Church InFellowship website. At the top, there is a dark blue header with the text "FIND A GROUP" on the left and a "Register" button on the right. Below the header is a banner for "Saint Luke Catholic Church" featuring a cross icon. The main content area is divided into two columns. The left column contains a login form with fields for "Login" and "Password - forgot?", a "Remember Me" checkbox, and a "Sign in" button. The right column features a "50th Anniversary 1961-2011" graphic and a text block about an on-line tool for finding ministries. At the bottom of the login form, there is a link that says "Don't have an account? Sign up", which is circled in red. The "Register" button in the top right corner is also circled in red.

This is a one time registration process which utilizes your name and email to log on to this service. You enter your first and last name, your email address (which will serve as your "logon" name), and a password. It takes about 24 hours for an account to be created.

Edit your profile

You can update your profile from the main InFellowship page by selecting “Your Profile” or “Account”. You will be taken to your profile overview where you can view your current information or update your profile, privacy settings or change your email and/or password.

You have control over every item listed on your profile using your privacy settings. This is set by the individual and not by the church database. All items with an asterisk are required fields and must have a value.

The progress bar feature will let you know whether or not your information is complete. In order to reach 100%, you must include the following information:

- Profile photo
- Date of birth
- Gender
- Phone (Mobile, Home and Work)
- Website URL
- Social Networks URL (Facebook, Twitter or Linked In).

Once your account is created, you can go back and update your pertinent demographic data: phone number, work numbers, email, address, etc. This information is, of course, of importance to the parish to ensure that you receive our postal mailings as well as the occasional email which we send out to all parishioners.

Configure your privacy settings

As a St. Luke InFellowship user, you have control over the information group leaders and members can view in your profile. You can configure your privacy settings by dragging the green slider bars in each field to the left or right to select the user groups you want to have access to your private information. For example, in the Address field with the slider at Everyone, both Group Leaders and Group Members can see your full address.

Privacy Settings

Drag the sliders to select what info people will see. The further you move each slider, the more people will be able to see that info.

	Church Staff	Group Leaders	Group Members	Everyone
Address	<div></div>	<div></div>	<div></div>	<div></div>
Date of birth	<div></div>	<div></div>	<div></div>	<div></div>
Email	<div></div>	<div></div>	<div></div>	<div></div>
Phone	<div></div>	<div></div>	<div></div>	<div></div>
Websites	<div></div>	<div></div>	<div></div>	<div></div>
Social networks	<div></div>	<div></div>	<div></div>	<div></div>

Church Staff sees...

Barbara Perser
6363 N. State Highway 161
Irving, TX 75038/
Birthdate: September 4, 1962
bperser@fellowshiptech.com
469-000-0000
<http://bpersertakesjuiceply>
f

Group Leaders see...

Barbara Perser
6363 N. State Highway 161
Irving, TX 75038/
Birthdate: September 4
bperser@fellowshiptech.com
469-000-0000
<http://bpersertakesjuiceply>
f

Group Members see...

Barbara Perser
6363 N. State Highway 161
Irving, TX 75038/
Birthdate: September 4
bperser@fellowshiptech.com
469-000-0000
<http://bpersertakesjuiceply>
f

Everyone sees...

Barbara Perser
6363 N. State Highway 161
Irving, TX 75038/
Birthdate: September 4
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469-000-0000
<http://bpersertakesjuiceply>
f

Note: Leaders can view personal information if the church allows them to edit your profile.

[Save privacy settings](#) [Cancel](#)

You can monitor the boxes at the bottom of the page to see exactly what each type of user will see based on your selections. It is an interactive page, so when you change a setting, the page automatically refreshes to show your changes.

View the church directory

There is an online directory of InFellowship users. If you opt in to the directory function, other users can view your information in the Directory by clicking the link at the top of the main InFellowship web page or by clicking the Church Directory link on the menu bar.

View your group involvement

Besides providing a way for you to update much of the information we have about you and your family online, St. Luke InFellowship also allows our parishioners to see our many groups and ministries (as well as to join a group if you would like).

By clicking on “Find a Group” from the menu bar, you can see our various ministries in a variety of categories. Some ministries may be mentioned in more than one category. For instance, Thanksgiving Sharing would be listed under “Christian Social Action” as well as “Ministries for Men and Women.”

At that point, you can ask for more information about the group so that you can decide if you might like to join. By selecting “Groups” from the menu bar, you can see just the groups in which you are already involved.

