

Welcome to **central** connection, the online community of Central Baptist Church.

Below are instructions for several of the most common tasks related to logging in to CCB.

Step 1:

- Login to CCB: To login, go to https://ourcentralbaptistchurch.ccbchurch.com/goto/login.
- Request Access to CCB: Click "Request Account" (or scan the QR code at the top of this page), fill out your details, and submit to receive access to CCB. If the email you use is already in our system, an activation email should arrive in your inbox soon. If your email is not in our records, within a few business days you should receive an activation email.

Step 2: Update your personal profile. From the Home page, click on your name/initials or picture in the upper right-hand corner. Then select the "edit profile" button in the top banner. You can change or upload a new picture by clicking the camera icon that is in the box with your initials or your current photo. You can check the "Apply to Family" box to apply changes to all family members at once (for example with a phone number or address change).

Click the links below to:

- o Learn about updating your personal profile.
- o View a short video on features and uses
- View your giving history or make a donation
- Volunteer to serve in a ministry area or submit a needs request

Step 3: Stay current with what is going on and find ways to get involved in areas of our church community as we all strive to Love God, Love Each Other and Love the World. <u>Click here</u> to log in and go to our church wide calendar. Make sure you select "Church-wide Calendar" on the left side of the page.

Here are some additional features:

- o PROFILE Click on the MY FIT tab under actions to provide your Spiritual Gifts, Passions and Abilities.
- o **PRIVACY SETTINGS** Click on the **PRIVACY** tab and the **COMMUNICATION PREFERENCES** tab under actions to update your communication preferences.
- o **GROUPS** The groups you belong to are listed on the right side of the screen. You can also view other **Groups** here. Click on the group name for more information about the group.
- o **PEOPLE** Use the **People Tab** to find people attending CBC to contact them, see their picture, etc.
- o PRAYER REQUESTS You can send in prayer requests here.
- o GIVING STATEMENT Look on the left side menu and click the \$ Giving icon to review your giving history. Click the Giving Statement button towards the right side of the page and fill out the form to create a report. Click here to make a special gift or set up a recurring gift, using either a debit/credit card or checking account. Note repeating gifts can't be changed, cancel the existing one and set up a new repeating gift if you need to make changes.

Call the church office at 256-353-5912 or email Jonathan Spears, jspears@cbcdecatur.org, with any questions.