

InFellowship: What it is and How to Use it

What is InFellowship?

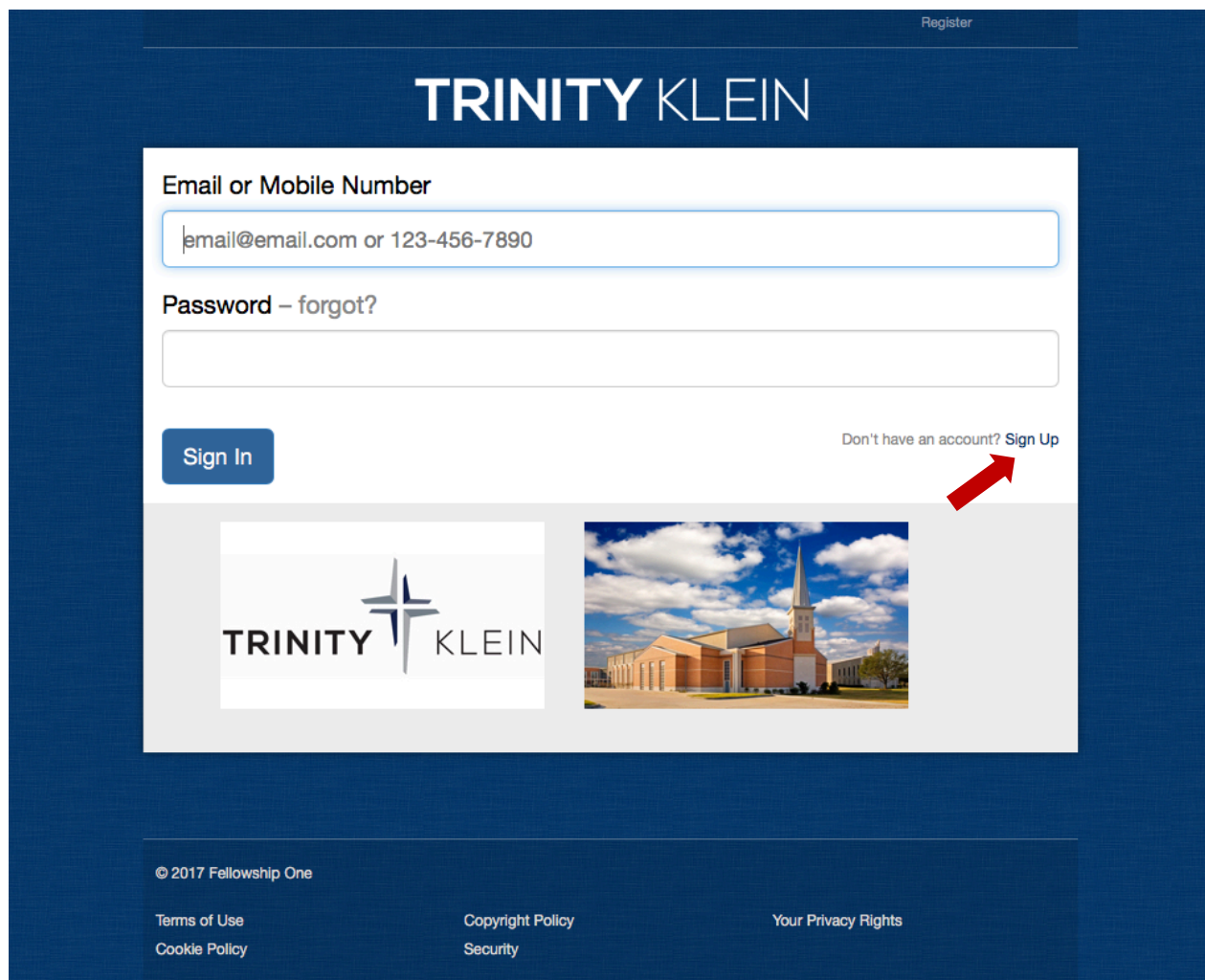
InFellowship is a secure and easy online tool linked to our membership database that allows members and attendees to:

- Update your personal/household profile in the church database, including adding a personal picture
- Adjust Privacy Setting to manage what information others can view
- Access your Adult Grow Group information if you are involved in a Grow Group
- Opt-in/Use the Church Directory (Directory access is available to church members)
- View recent giving history
- Register for most Trinity Klein events and classes

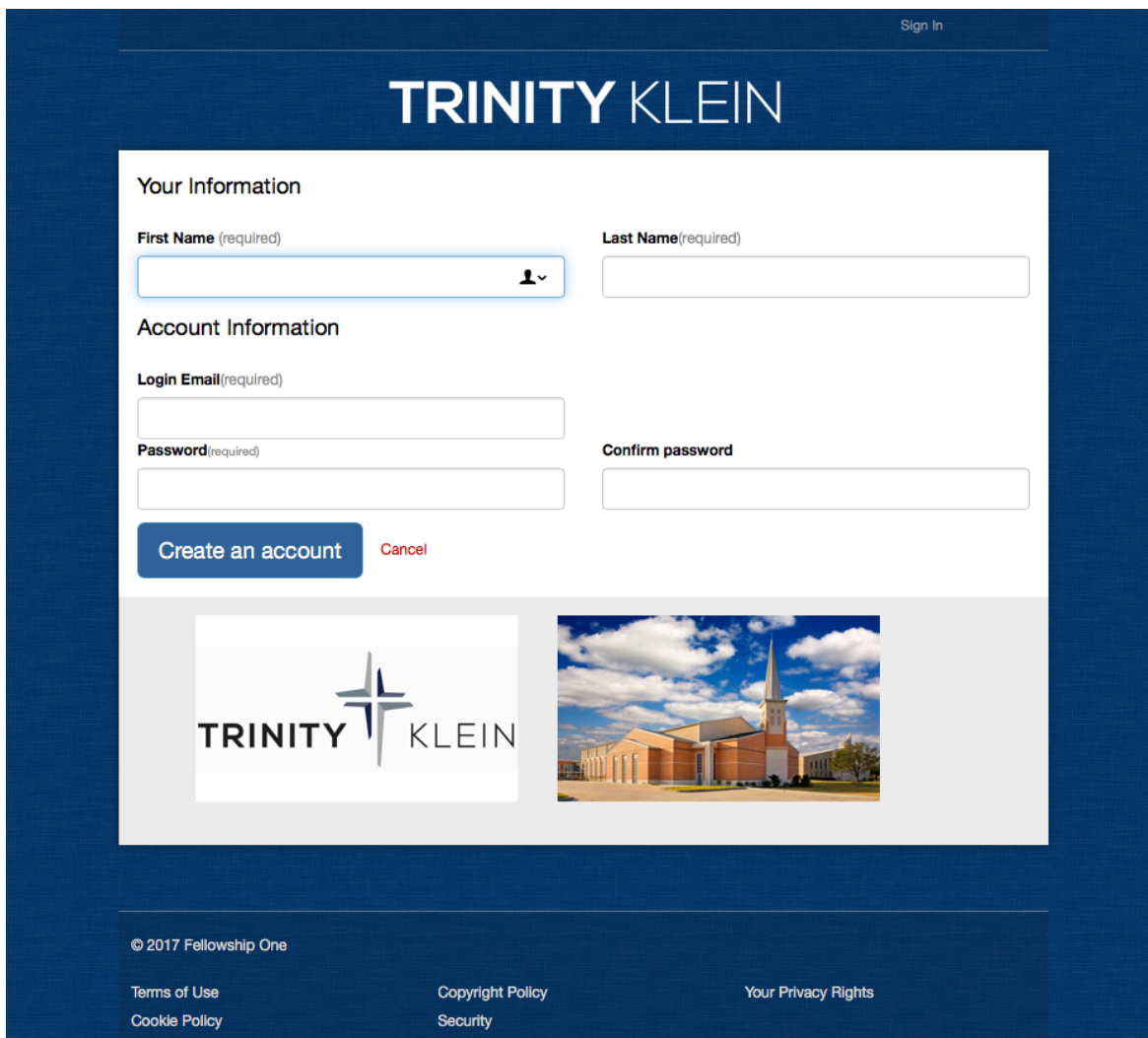
How do I get an InFellowship Account?

Visit this link: trinityklein.infellowship.com (The InFellowship link is also at the bottom of Trinity's Home page www.trinityklein.org) ****You must be at least 13 years of age to create an account.**

Click Sign Up



Complete Your Account Information creating your Login and Password and click [Create an account](#).



The screenshot shows a web form for creating an account. At the top right, there is a "Sign In" link. The main heading is "TRINITY KLEIN". Below this, the form is divided into two sections: "Your Information" and "Account Information".

Your Information

- First Name (required)**: A text input field with a dropdown arrow on the right.
- Last Name (required)**: A text input field.

Account Information

- Login Email (required)**: A text input field.
- Password (required)**: A text input field.
- Confirm password**: A text input field.

At the bottom of the form, there are two buttons: a blue "Create an account" button and a red "Cancel" link.

Below the form, there is a banner area with the Trinity Klein logo on the left and a photograph of a church building on the right.

At the bottom of the page, there is a footer with the following text:

- © 2017 Fellowship One
- Terms of Use
- Cookie Policy
- Copyright Policy
- Security
- Your Privacy Rights

After Creating your Account, you will receive an email at the login email address you entered asking you to click a link activating your account. If you don't see the email in your Inbox, check your Spam/Junk folder.

If you are already in our database and use an email we have on file, after you click the activation link, you should see the information we have recorded for you and can correct it at this time.

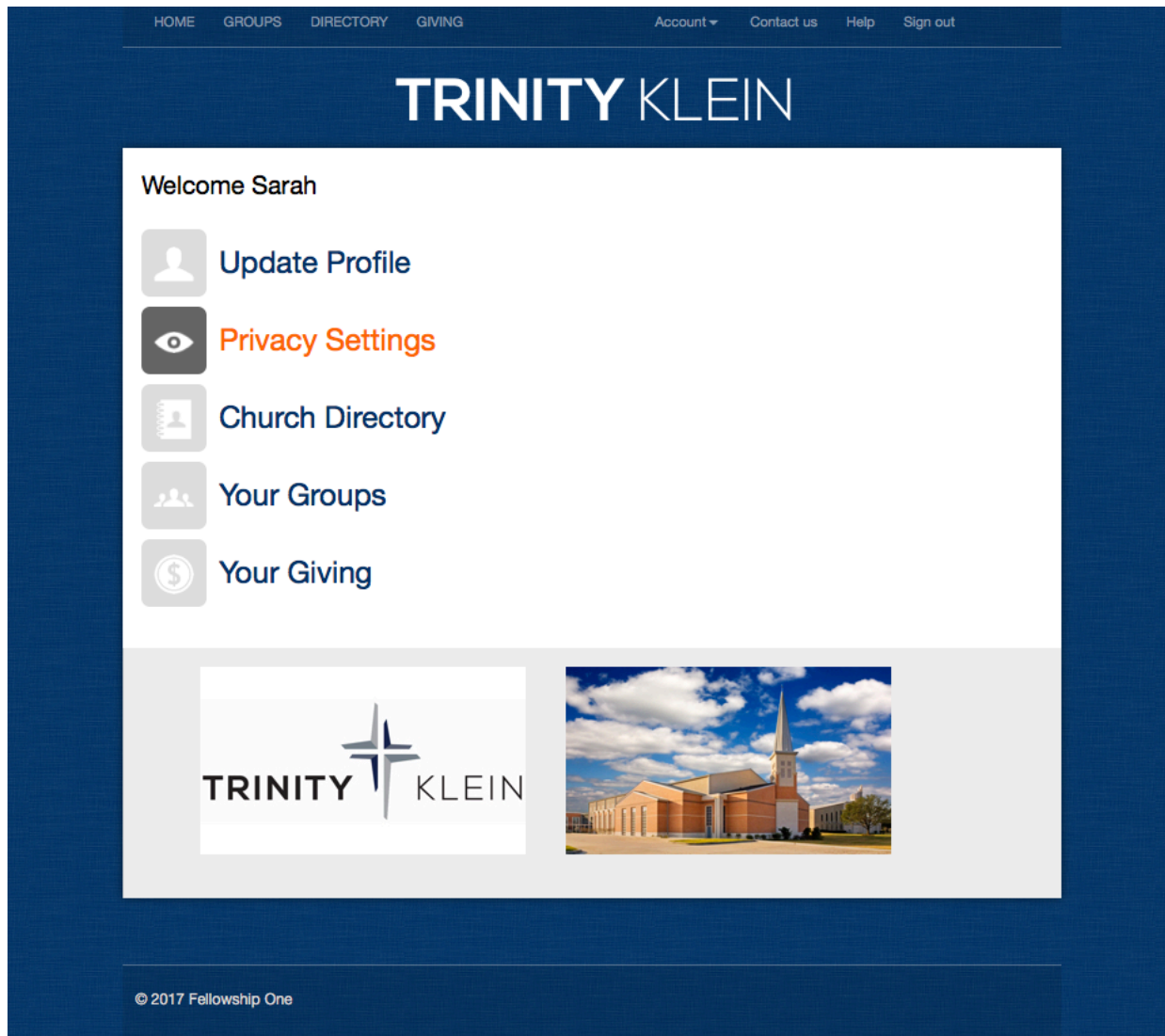
If you use an email we don't have on file for you, you will add your information and we will then link it to your existing account. This process can take a few days.

If you are not already in our database, you will need to enter your family information.

*****Please use proper capitalization/formatting as this will also change your information in our database.***

Your spouse will need to create his/her own account to update his/her own profile. Spouses cannot share accounts. Separate email addresses must be used when creating accounts.

Once your InFellowship account is created, this is what you'll see when you login:



Opting into the Directory & Adjusting Privacy Settings:

- Click [Privacy Settings](#)
- Drag the green sliders to control what information people see about you.
- Check the box at the bottom of the page [Include me in the church directory](#).

*Option only available if you are a Trinity Klein Church Member.

**Only Trinity Klein Church Members who have opted into the Directory can see information in the Directory.

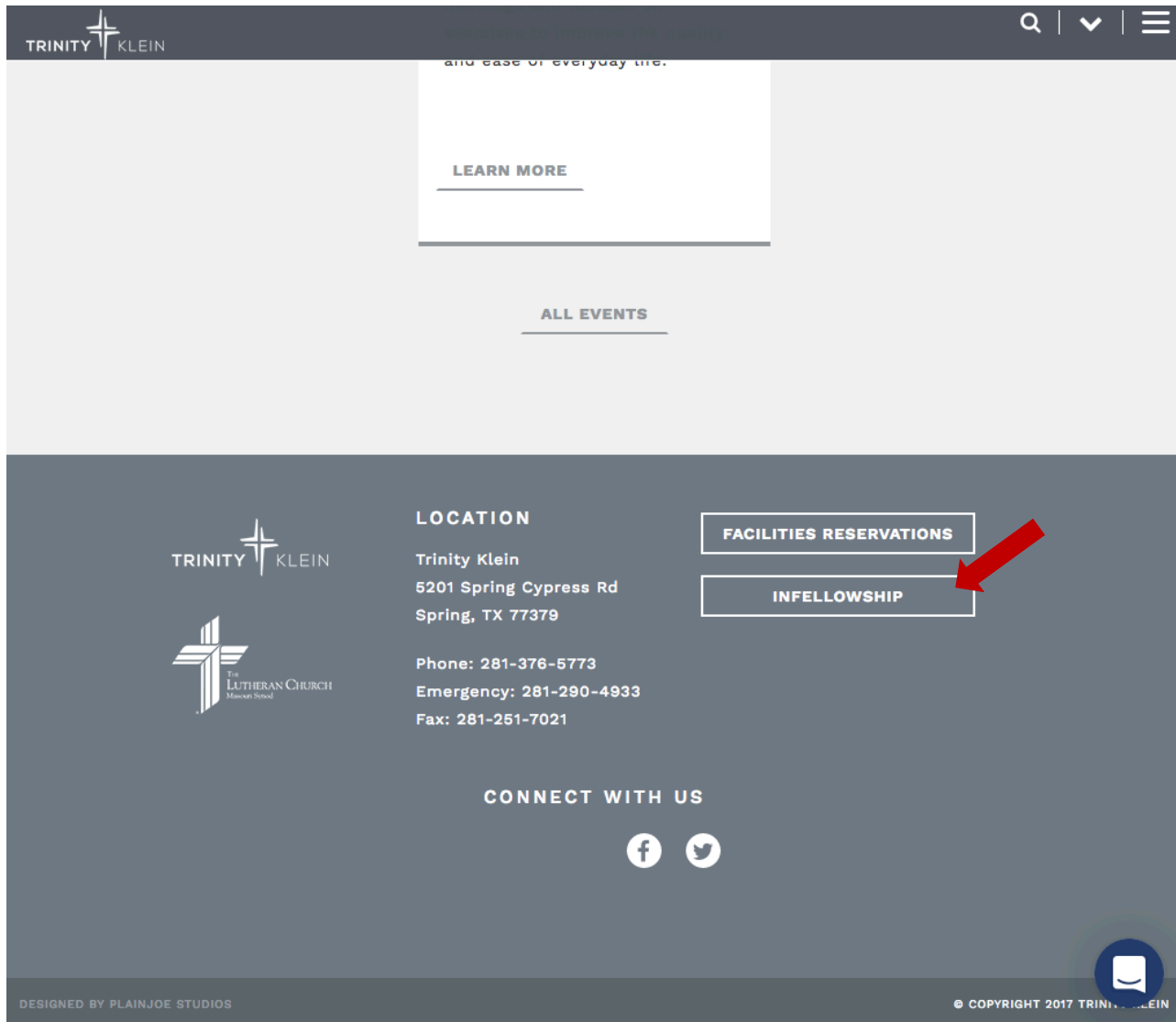
***If you just completed the membership process, we will notify you by email once we have your member status updated, so that you know when you have access to opting into the Directory.

Adding a Profile Picture:

- Click [Update Profile](#)
- Under Actions on right side of screen, Click [Update your profile](#).
- Click [Change](#) under the generic profile picture in front of the person's name.
- Upload a Church Directory appropriate photo not exceeding 1 MB in size.

Where do I find InFellowship on the Trinity Klein website?

- www.trinityklein.org
- Scroll down to the bottom of the Home page.
- Click on InFellowship.



Questions regarding InFellowship?

Contact:

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