

# Creating a login for the Holy Cross Database!

Go to <http://www.holycross.net/churchlife> you will find this login page:

If you already have a login, then enter it here.

If you don't already have a login, go down to where it says **"Need a Login? Click Here"**

**Sign In**

**E-mail Address or User Name:**

**Password:**

Remember my Username **Sign In**

Forgot your [password](#) or [user name](#) ?

**Need a login? [Click here](#)**

ACS Technologies [Privacy Policy](#) | [Terms of Use](#) | [Compatible Browsers](#)

Church Life will try to recognize you.

Enter your e-mail address and name. If it matches the information we have in our system then it will e-mail you further instructions.

**New to Holy Cross or Different email address?** You will receive this message.

E-mail Site Administrator(s).' At the bottom center of the box is a blue 'Close' button."/>

We are unable to locate a record matching the information you provided. Please verify that the information you entered is correct and re-submit.

If you cannot register, contact us at 843-883-3586 or [E-mail Site Administrator\(s\)](#).

**Close**

Click E-mail Site Administrator or [ChurchLife@HolyCross.net](mailto:ChurchLife@HolyCross.net)  
We will then add your e-mail address to your profile, create a username and temporary password for you and send it to you.

# Exploring Church Life...the "My Overview" Screen

Welcome, Harold Rose [Report a Problem](#) [More Info](#) [Sign Out](#)

[Home](#) [Directories](#) [Groups](#) [Giving](#) [Serving](#) [Statistics](#)

**I Want to View...**

[Available Small Groups](#) [Available Registrations](#)  
[Available Serving Opportunities](#) [My Complete Profile](#)  
[My Giving History](#)

**My Giving Summary**

2014 Year to Date Giving \$  
2014 Pledge Balance \$

[My Giving History](#) [Manage Scheduled Giving](#) [Give Now](#)

**I'm interested in...**

Tell us about your interests. Click **Select Interests** and let us know about the areas of our ministry you are most interested in. [Select Interests](#)

**Search**

Last Name:  First Name/Goes By Name:  [Search](#)

**My Groups**

**My Activities**

Name	Action
<a href="#">2009 &gt; St. Christopher</a>	I want to... <a href="#">Go</a>
<a href="#">2011 &gt; Kanuga</a>	I want to... <a href="#">Go</a>
<a href="#">2012 &gt; Kanuga</a>	I want to... <a href="#">Go</a>
<a href="#">2013 &gt; Kanuga</a>	I want to... <a href="#">Go</a>
<a href="#">Leadership Commitment Event-In &gt; Member</a>	I want to... <a href="#">Go</a>

[My Small Groups](#)

Hover the pointer over the Home Button and you can select from:

1. My Overview
2. My Profile
3. My Account


## Select My Profile

Welcome, Harold Rose [Report a Problem](#) [More Info](#) [Sign Out](#)

[Home](#) [Directories](#) [Groups](#) [Giving](#) [Serving](#) [Statistics](#)

**My Profile** [My Giving History](#) [My Pledge History](#) [Edit](#) [Print](#)

**Harold Rose**

 1404 Monitor Street Charleston, SC 29405 USA [View Map](#) 843-883-3586 [Hal@holycross.net](mailto:Hal@holycross.net)

**Family Members**

[Harold\(Hal\) Rose, Jr](#)  
[Leslie\(Leslie\) Rose](#)  
[Uta\(Uta\) Rose](#)

**Contact Info** [Personal Info](#) [Serving](#) [Groups](#) [Events](#)

**Contact Information**

Harold prefers to be contacted by phone call. [Change Preference](#)

**Phone Numbers** [Add](#)

Business (Preferred)	Cell	Home
843-883-3586 ext. 110	843-708-2621 Texting Allowed	843-747-1121


**E-mail Addresses** [Add](#)

Home (Preferred)  
[Hal@holycross.net](mailto:Hal@holycross.net)

**Social Media** [Add](#)

Facebook <http://www.facebook.com/haludnath...> Twitter [@rose\\_hal](#)

**Addresses** [Add](#)

Home  
 1404 Monitor Street Charleston, SC 29405 USA [View Map](#)

# Exploring Church Life...the “My Profile” Screen

What should you do?

1. Update your information by clicking on the pencils in each area. (Note you should also do that for each family member in the upper righthand corner.)
2. Upload a picture of yourself and each of your family members in their profiles. (Think about how important this is to community. You meet someone at church or a life group, you think you’ve remembered their name, but you’re not positive. Having a picture to explore is so helpful.)

**Security: Church Life is a secure site. You can also determine which information is “listed or unlisted”.** Information that is listed may be seen by members and staff.

Information that is unlisted may only be seen by staff and clergy.

**Parents:** We have listed a parent’s e-mail address for most children in the database to help the children’s and NextGen ministries keep parents informed of what’s available and happening in their ministries.

Please note that information changes aren’t reflected in the system until an Administrator approves the change. This ensures that accidental changes or mistakes may be caught before they become permanent. Because of this protection, please feel free to explore the website and enjoy the many features available.

- **Directories:** Find individuals or families at Holy Cross.
- **Groups:** You may see which groups you are listed with and join any of interest.
- **Give online:** Set-up one-time contributions or scheduled giving to automatically give each week or each month. The amount you choose and for as long as you choose.
- **Opportunities to Serve:** See opportunities to serve inside or outside the church walls, behind the scenes or on the platform with the band.
- **Review:** View your contribution statement any time.
- **Event Registration:** Register for upcoming events.

# Church Life “To Go” ...the Mobile App

Now that you have a login and updated information, it’s time to take Church Life with you. Yes! We have an App for that!

On your smart phone or tablet, go to your respective app store. Search for ACS Church Life or just Church Life.

Download the free app and login just as you did online.



Verizon 3G 4:16 PM 39%



Site No.

Username

Password

Remember Me

[Sign In](#)

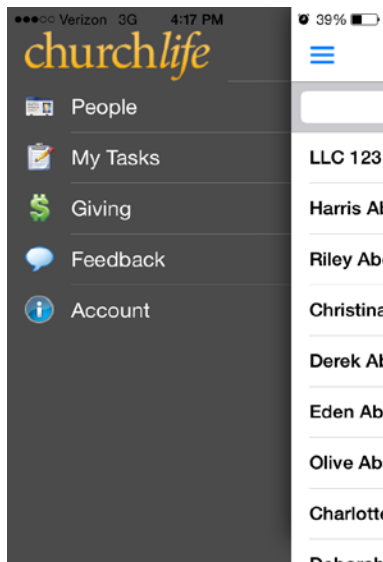
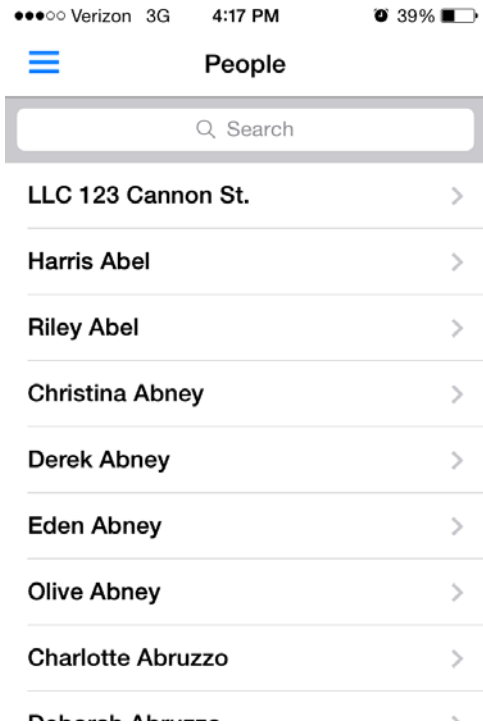
The first time you login it also asks for your Site Number, Holy Cross’ site number is 142564.

Be sure “Remember Me” is turn On. And sign in.

# Church Life “To Go” ...the Mobile App

Once logged in, the search for People screen will appear.  
Here you can type in the first or last name of a person you would like to find.

For best results, we recommend typing the first 3 or 4 letters of their name.



Touching the menu button at the top left corner, you will find other options.

People – Search for other Members.

My Tasks – Lay Leader & Staff Tasks.

Giving – Give online or schedule giving each week or month.

Feedback – Send comments to the app developer. (not church staff)

Account – Sign out if you need to.

## **With the App you can:**

- Search for people you know, use it to call, e-mail or get directions to their home.
- Participate in online giving and schedule giving, right from your phone.
- Lay Leaders, Deacons and Clergy may check and update tasks such as contacting new group members or visiting Parishioners in the hospital or families who are new to Holy Cross.

The System and App are updated frequently with new features. There is a feedback tab in the app that goes directly to the developers and helps them know how you would best like to use it.