

# WHY MYROCKPOINT?

As Rockpoint continues to grow, it's important that we are able to communicate efficiently. MyRockpoint will help us connect with and encourage others, provide a place to look for opportunities to serve, explore ministries, and equip the congregation, leaders and staff to fulfill the vision of Rockpoint Church.

# ADVANTAGES OF MYROCKPOINT

- Internet-based. You only need an internet connection to access MyRockpoint
- Edit your profile and information, including choice of communication and privacy settings
- Online directory
- Communicate with others
- Browse volunteer activities
- Record your passion, skills, and spiritual gifts to find your place to serve.
- Find an opportunity to serve
- View the church calendar and manage your church events
- Register for upcoming events
- Request facilities and equipment
- Share prayer requests
- Search and join groups
- Communicate and share files with members of your group
- Check-in for children's areas
- Online giving
- View your contributions
- Print giving and pledge statements

# SECURITY

- You control the amount of information viewable by others
- The default setting shows only your name, birth month & day, and gender. Basic contact information is visible to friends and group members
- Only family members and those with child approved status can see those under the age of 12
- Information in MyRockpoint can be viewed **only** by those with a username and password and is **not** visible via search engine

# MYROCKPOINT LOGIN CONTEST

Prizes will be awarded to the 50th, 75th, 100th, and 150th person to **LOGIN** and **COMPLETE** their profile. We will have 3 additional prizes via random drawing for those who have completed their profile by April 1<sup>st</sup>. Prizes will be select Rockpoint apparel.

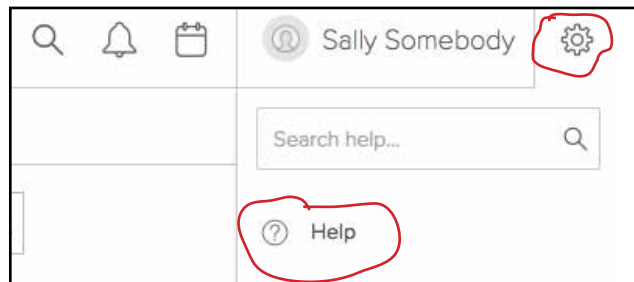
# MYROCKPOINT TAB

After your initial login, you can access your MyRockpoint portal via the Rockpoint website ([www.rockpoint.church](http://www.rockpoint.church)) by clicking on the "MYROCKPOINT" tab on the top menu.



# NEED HELP?

Visit the "Help" section for training videos and instructions on how to use specific features.



5825 KELVIN AVE N | LAKE ELMO, MN 55042 651.770.3172  
INFO@ROCKPOINT.CHURCH WWW.ROCKPOINT.CHURCH  
CONNECT WITH US:

# MYROCKPOINT

Come. Join. Serve.

# GETTING STARTED

**STEP 1:** You will receive an email from: rpchurch@ccbchurch.com  
Open the email and click “ACTIVATE LOGIN”. Follow instructions to set-up your username and password.

**STEP 2:** Enter your username and password to login to your MyRockpoint portal.

**STEP 3:** Click on your name (upper right), and then click “Edit Profile” to enter your personal information and preferences.



# EDITING YOUR PROFILE

**BASIC:** Enter your basic contact information, and upload an (optional) profile picture.

**ADDRESS:** Update your address and choose your area of town.

**MY FIT:** Select your spiritual gifts, passions, and abilities.

**SOCIAL:** Are you connected via social networks?

**PLUGGED IN:** What service do you attend? Tell a bit more about yourself.

“SAVE”



# PRIVACY & COMMUNICATION SETTINGS



**PRIVACY SETTINGS:** Set your preference for the privacy settings of your information. “SAVE”

**COMMUNICATION SETTINGS:** Choose your communication/ notification preferences for current and future groups. Be sure to add mobile carrier if you wish to receive texts. “SAVE”

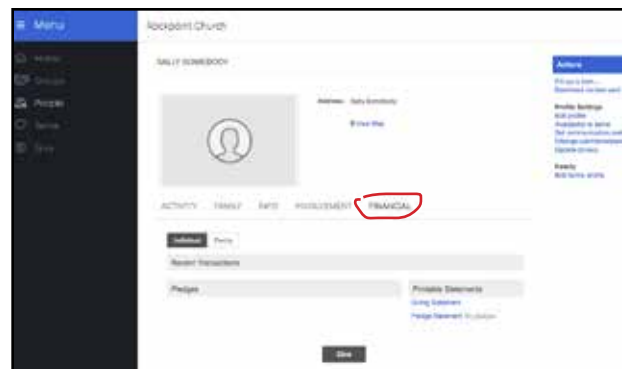


# VIEW YOUR GIVING & PLEDGE STATEMENTS

**FINANCIAL TAB:** Click on the Financial tab on your profile.

**GIVING STATEMENT:** Click “Giving Statement” and enter the date range, then create.

**PLEDGE STATEMENT:** Click “Pledge Statement” and enter the date range, then create.



# VIEW & JOIN GROUPS

**GROUPS TAB:** Click on the “Groups” tab to view your groups, search for new groups, and join groups.



**GROUP SEARCH:** Use the “Advanced Search” link to search and filter groups you can join. (To join a group, select the group, and click on the “Request to Join” button in the upper right corner of the screen.)



# VIEW THE ROCKPOINT CALENDAR

**CALENDAR TAB:** Click the Calendar tab.

**VIEWING CALENDAR:** Select the calendar you would like to view.

**MY CALENDAR:** Lists the events for groups you are a member of.

**FAMILY CALENDAR:** Lists the events for groups for your family.

**CHURCH-WIDE CALENDAR:** Lists all Rockpoint Church events.

