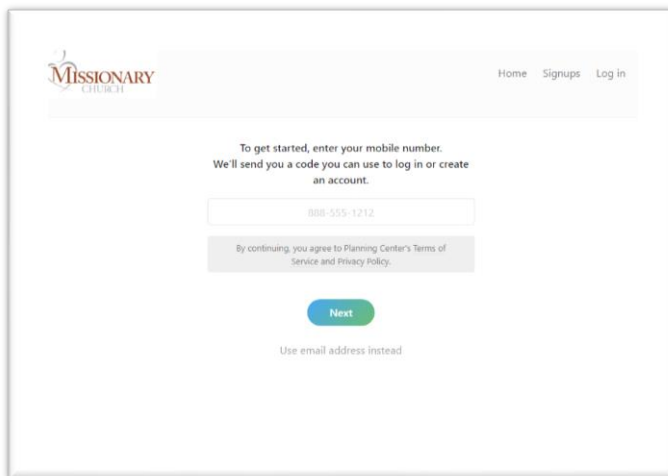


Church Center Registration Walk-Through

Click on the following link:

[Port Elgin Missionary Church \(churchcenter.com\)](http://churchcenter.com)

You will come to a page that looks like this:

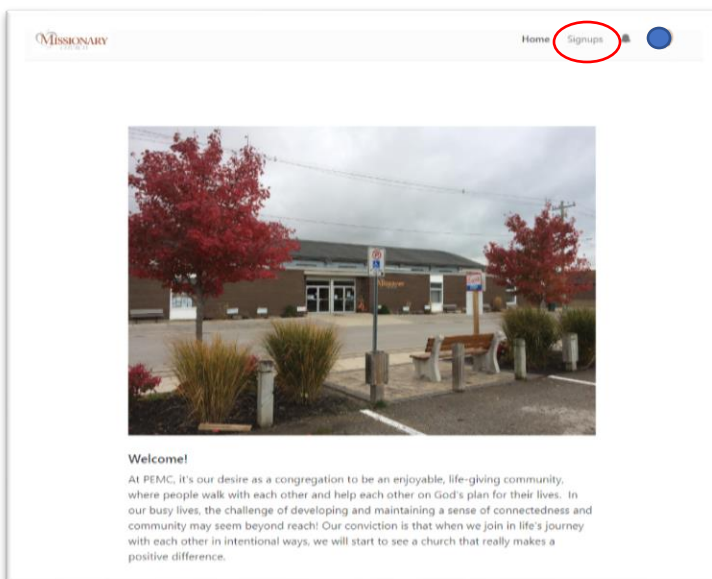


The screenshot shows the registration page for Port Elgin Missionary Church. At the top left is the church logo, and at the top right are links for 'Home', 'Signups', and 'Log in'. The main content area contains the text: 'To get started, enter your mobile number. We'll send you a code you can use to log in or create an account.' Below this is a text input field containing the phone number '888-555-1212'. Underneath the input field is a small grey box with the text: 'By continuing, you agree to Planning Center's Terms of Service and Privacy Policy.' Below that is a green 'Next' button. At the bottom of the form area, there is a link that says 'Use email address instead'.

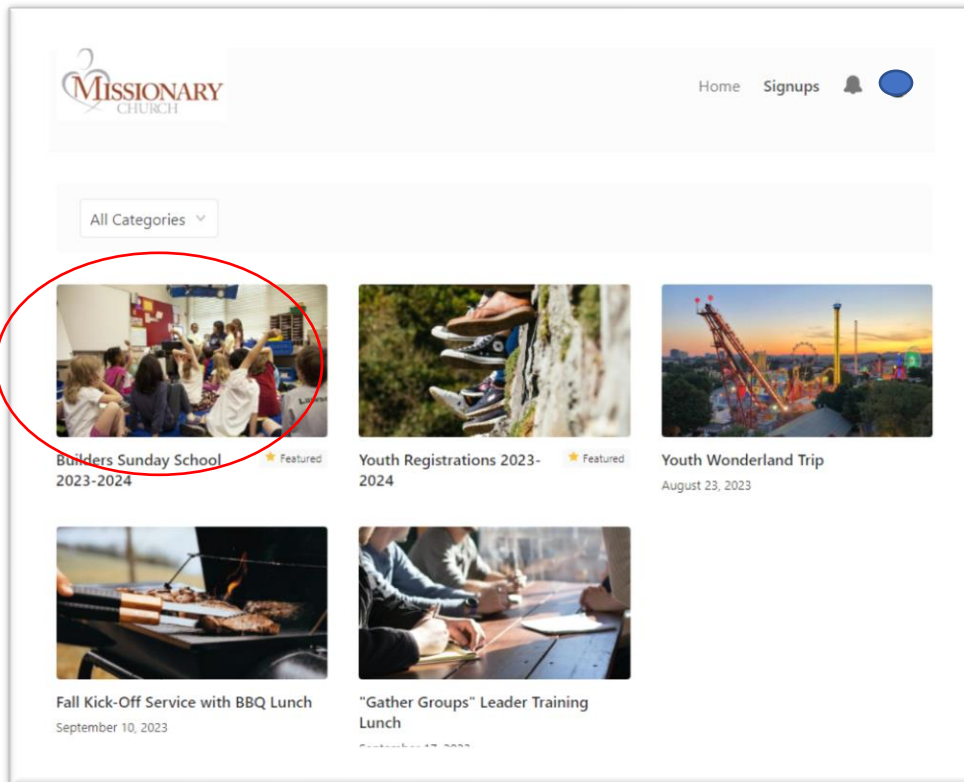
Enter a phone number (or email if preferred) to get started.

Once you are all signed up, you will come to our "Home" page.

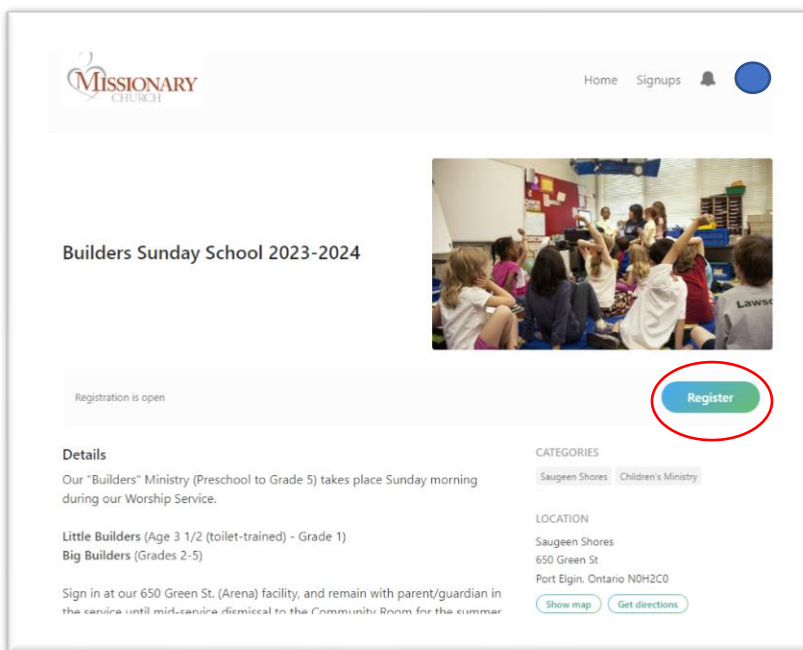
Click on the Signups option.



Click on Builders Sunday School 2023-2024.



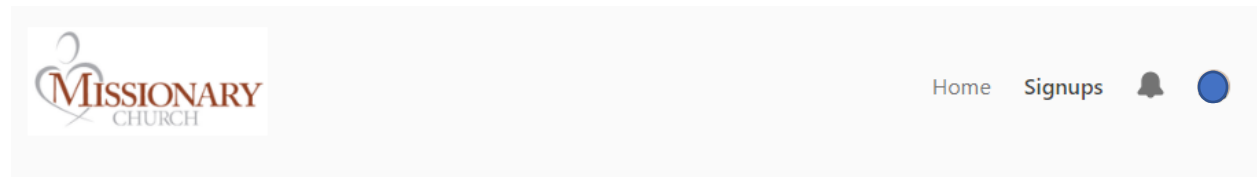
This is our new, digital way of registering your child for attendance (whether occasionally or regularly) at our Builders Sunday School. Click on the Register button.



There are 5 sections to complete for the registration (number of people you are registering, names of people being registered, registration questions and releases, review, and personal contact information).

Though it should not take you more than approximately 10 mins to complete, there is a 15 minute timer built in to the software. Should the timer run out before you finish, you will need to start the registration again.

Once you have completed all the required information and have reached this screen, you are done!



Thanks for registering for Builders Sunday School 2023-2024!

A confirmation has been sent to [redacted]@gmail.com. Your registration details are below.

Little Builders	ep
✓ Attendee information	
Big Builders	rp
✓ Attendee information	
Big Builders	tp
✓ Attendee information	

Thank you so much for helping us go “paperless” by registering digitally!

--PEMC Leadership