



church center

Download Instructions for iPhone® & Android™ APP

Visit the Apple® APP Store or the Android™ Market/Google Play Store to download the Church Center APP for your smartphone.

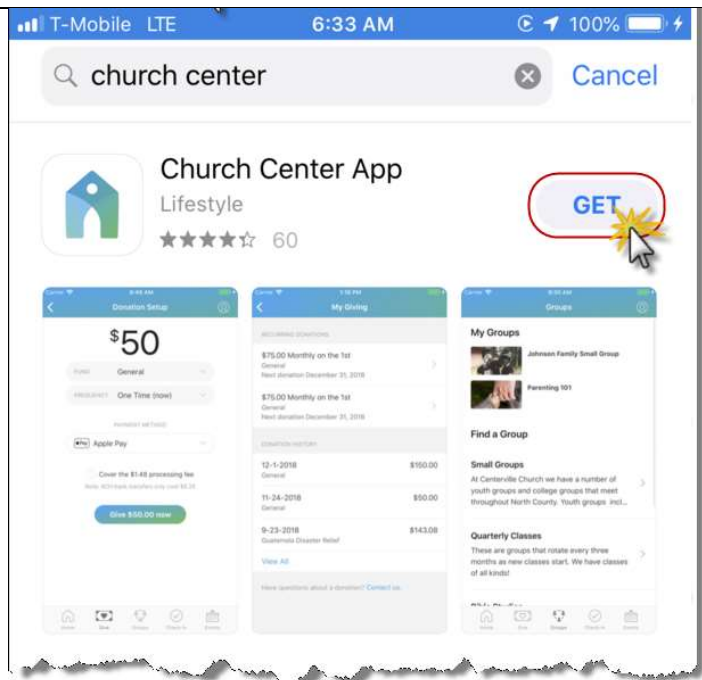
This “FREE” Mobile App is produced by **Ministry Centered Technologies**, creators and operators of the PlanningCenter online software systems. Below are the detailed instructions on how to download the Mobile App – iPhone, (pgs 1-9) & Android (pg 10-19)

Download the iPhone® APP

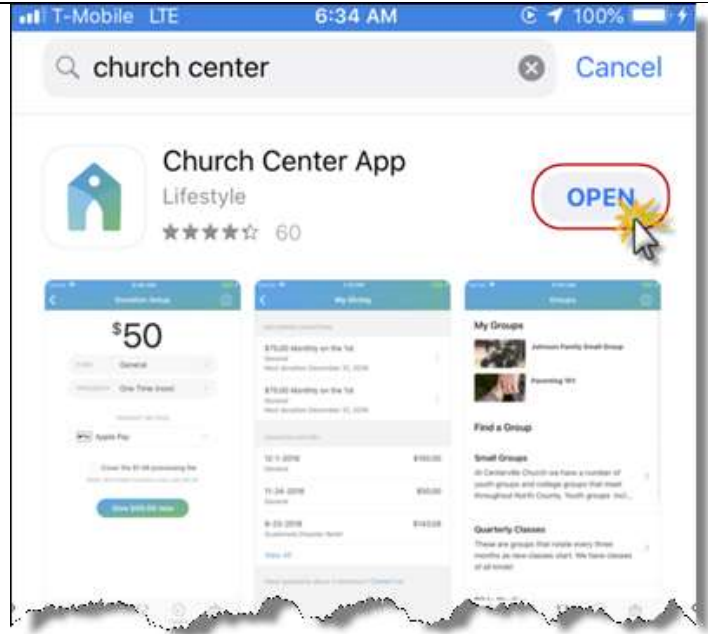
1. Go to the Apple APP Store.



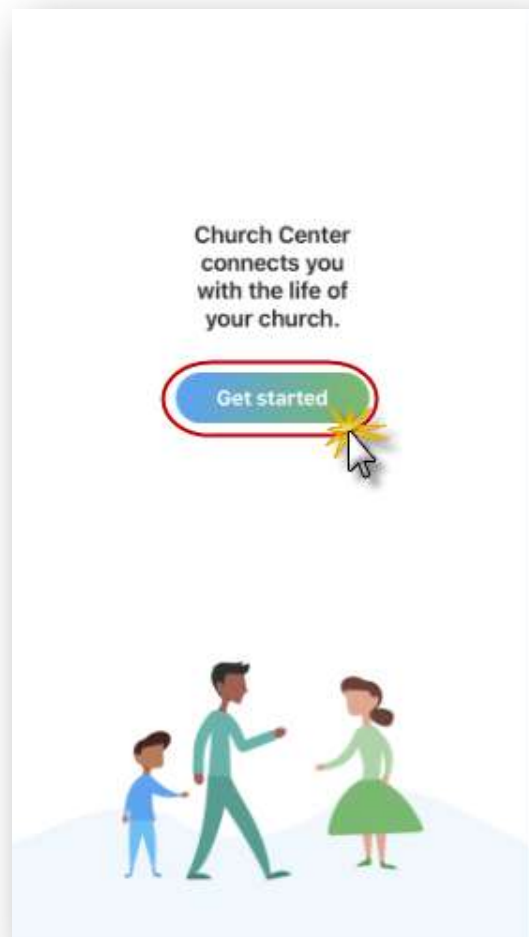
2. Search for “Church Center” and click on “GET” to begin download



3. Once it has finished downloading, click on the “OPEN” button.



4. When the Church Center app opens, click on “Get started”



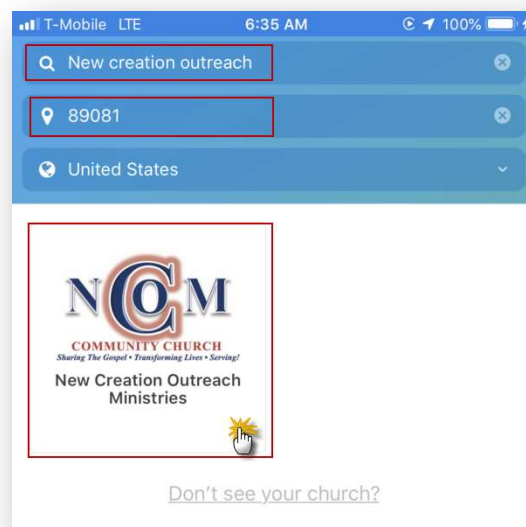
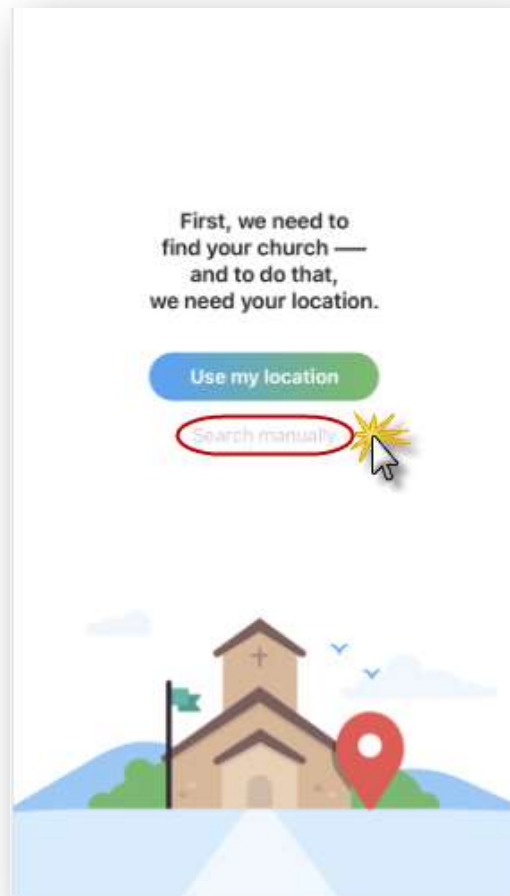
5. At the next prompt, if you are currently physically in church AND you have your *location services* enabled, you can click on “**Use my location.**”

NCOM should be the first logo that populates. Click on the logo and on the next screen click on “**This is my church**”.

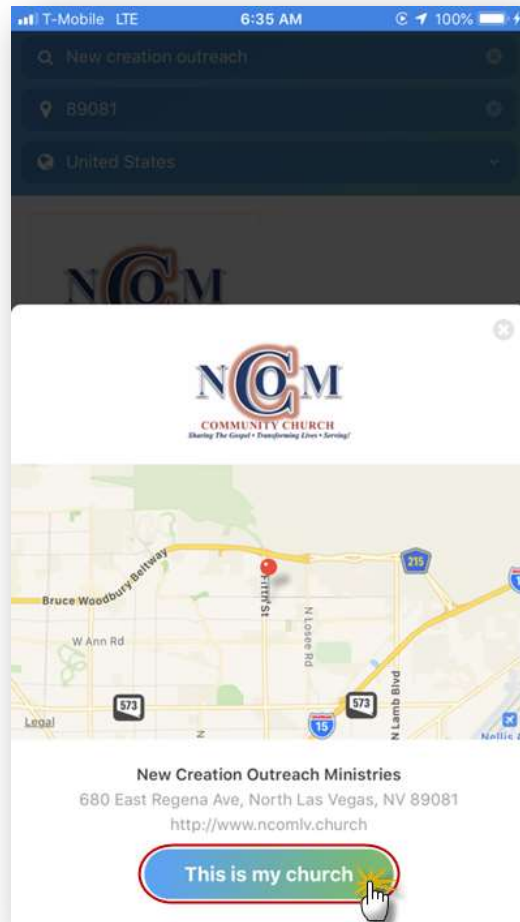
Otherwise, you will have to click on the “**Search manually.**”

Searching manually

- Fill out “**New creation outreach**” in first box.
- Enter a zip code of “**89081**” and then hit the “**Search**” button
- The NCOM logo should populate. Click on the logo.

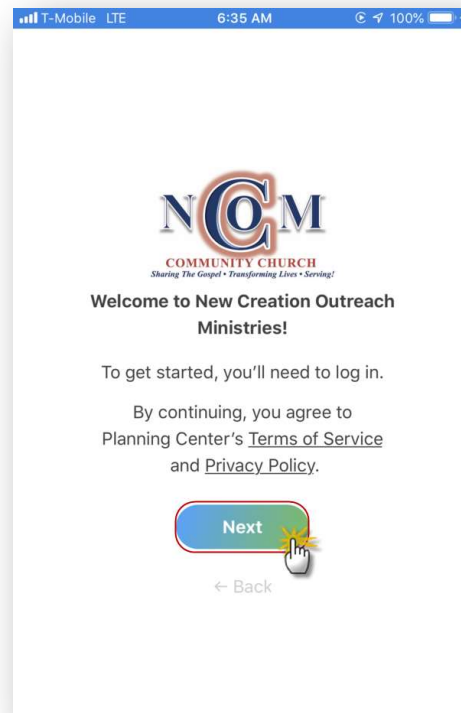


- On the next screen, click on
"This is my church"

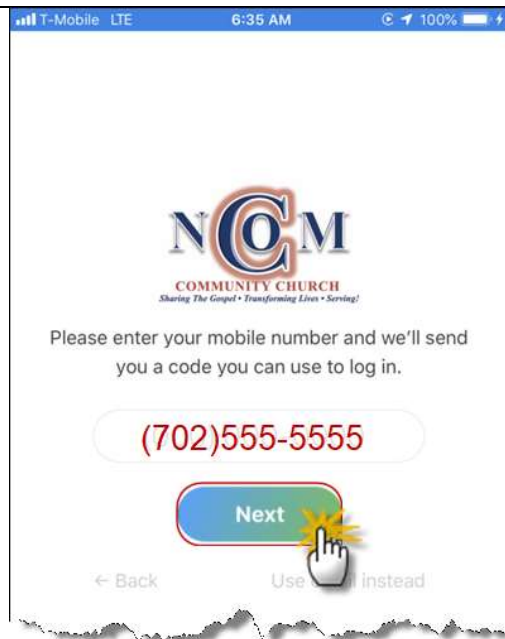


6. At the next prompt, please review the APP's *Terms of Service* and *Privacy Policy*.

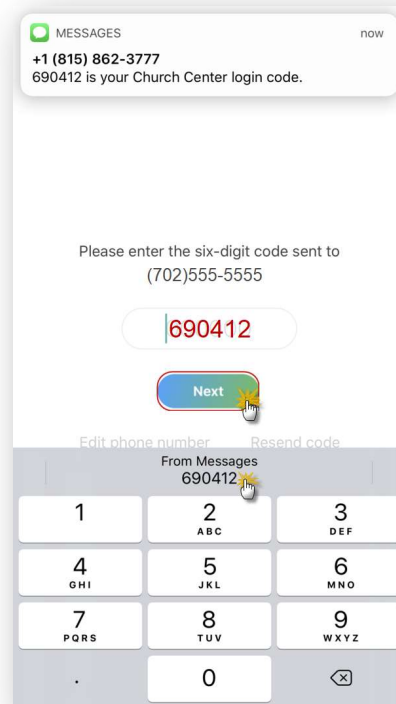
Click on "Next" if you agree and to proceed with verification.



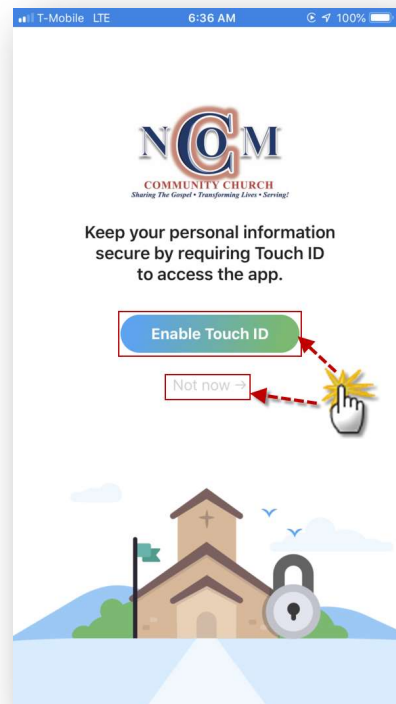
7. At the next screen, enter your mobile number to verify your church account, and to log in.



8. Enter in the six-digit code and press “Next.”

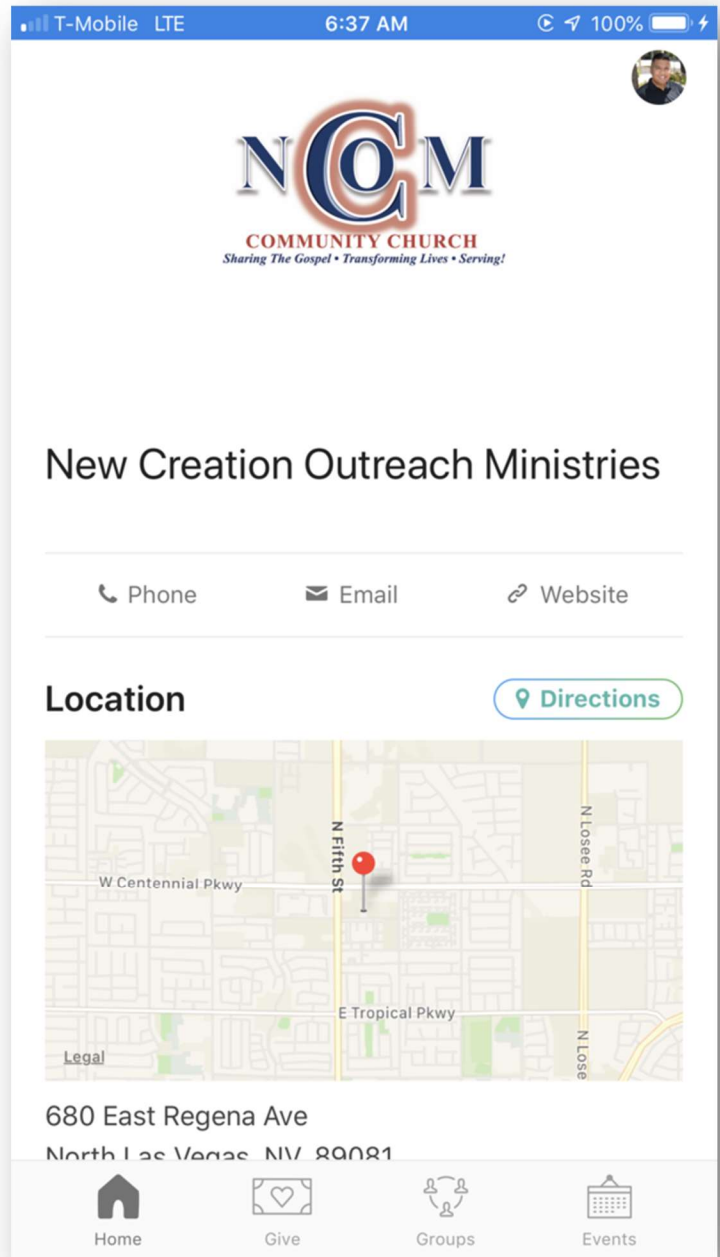


9. You can “Enable Touch ID” or click on “Not now” to continue.



10. You are now logged into Church Center for NCOM.

You can now give from the app, see the Groups/Ministries you are assigned to, and view any open registrations for classes and events, so you can be the first to sign up!
CONGRATULATIONS!

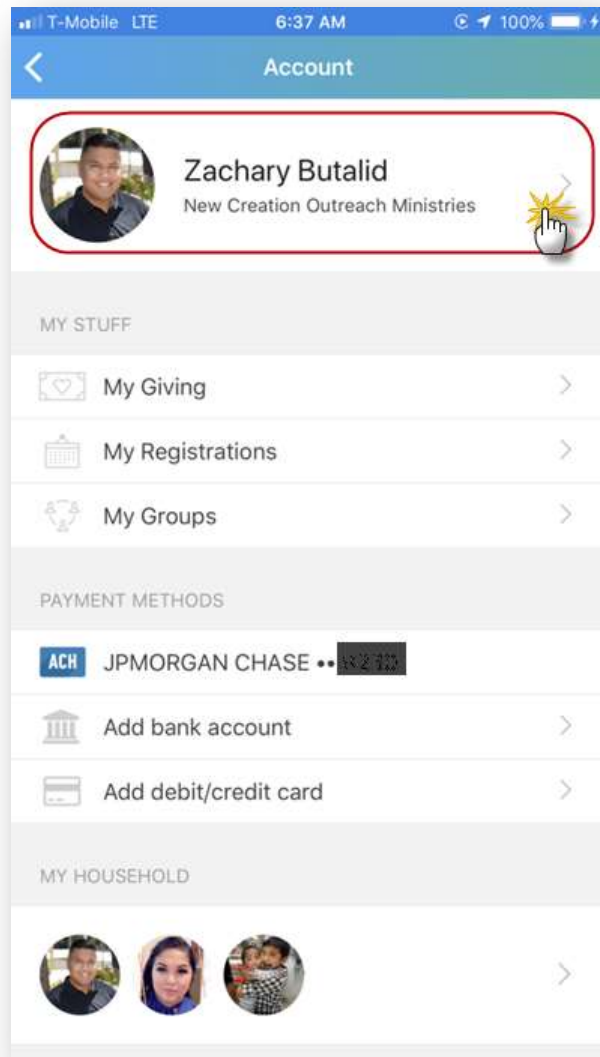


**** UPDATING PERSONAL INFO****

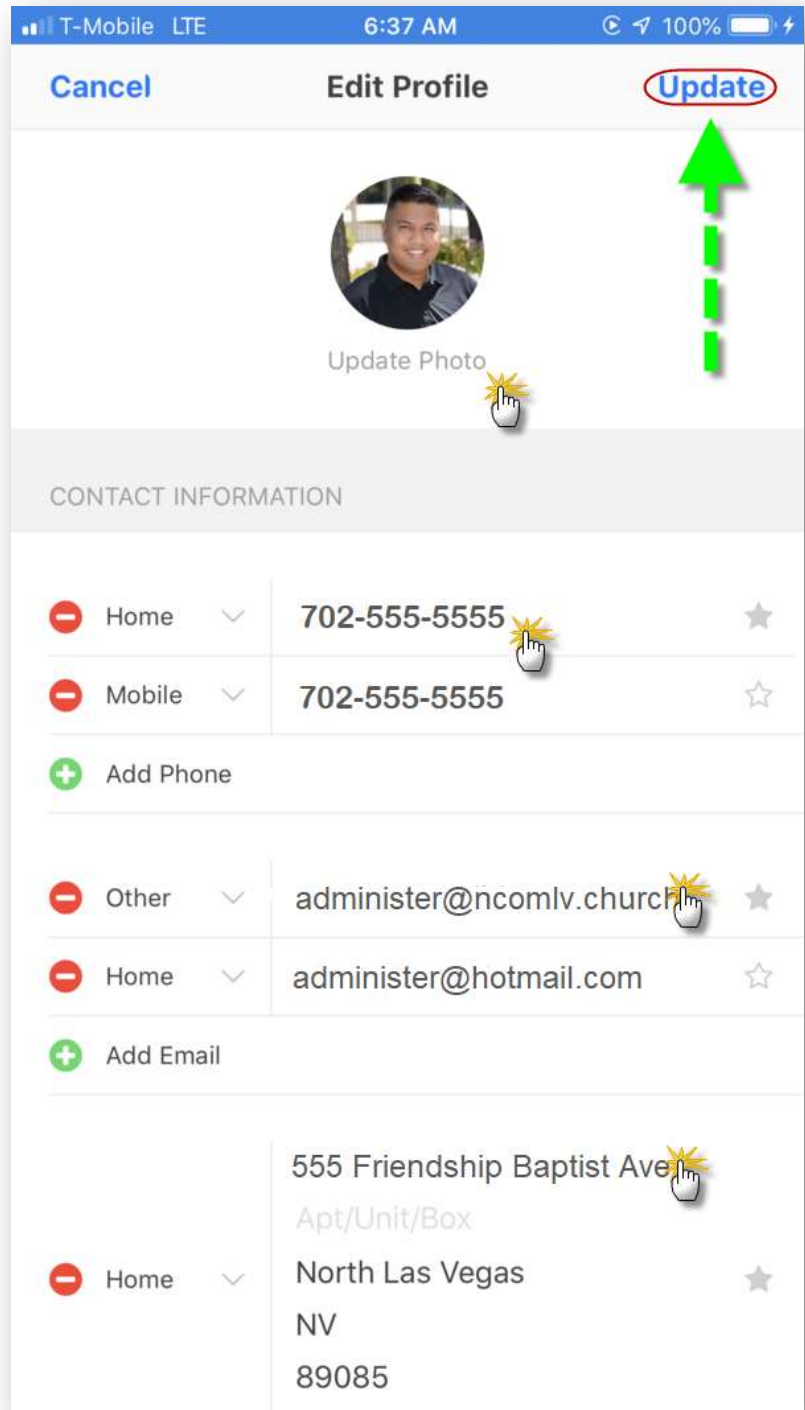
- Go to the upper right-hand corner, and click on your picture/photo icon



- Under the "Account" menu, click on your name.

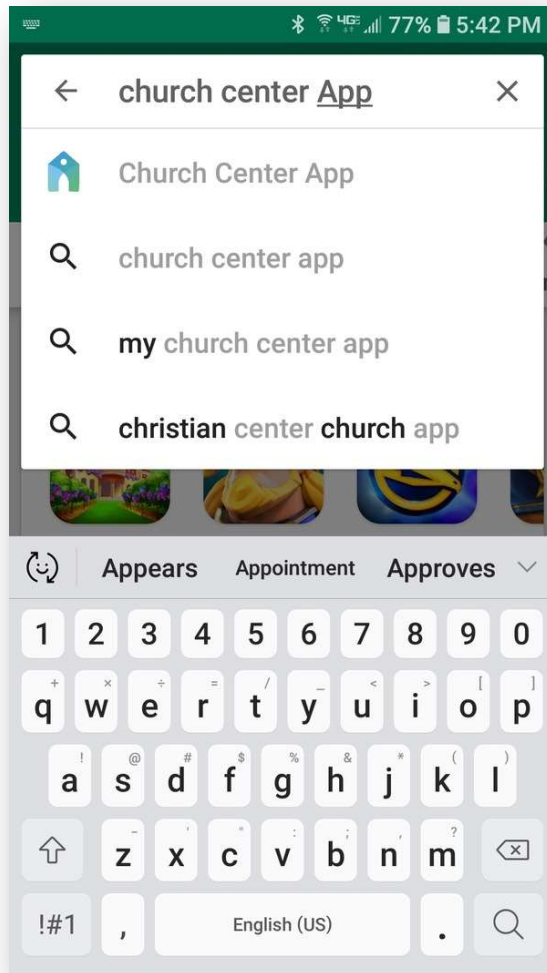


- In this screen, upload or update your profile photo.
- You can also update your phone number(s), email address(es), and physical address.
- Once all info is correct, press "Update" at upper-right hand corner.

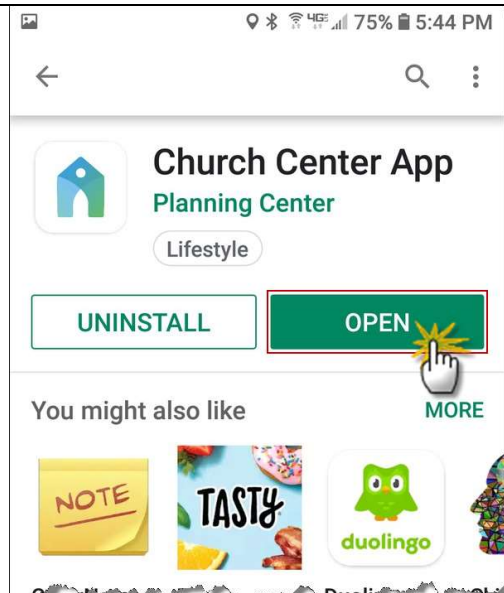


Download the Android™ APP

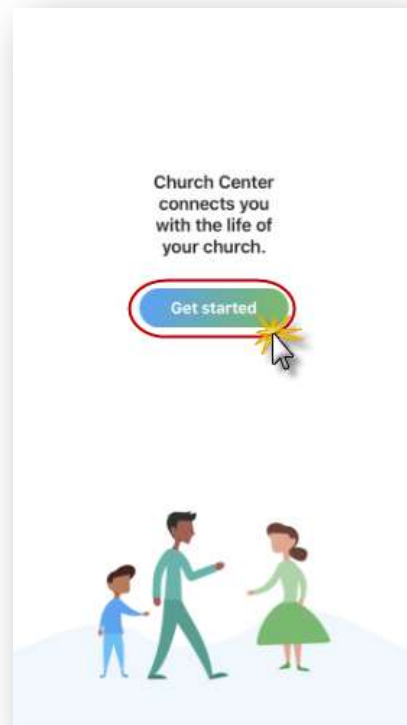
1. Go to the Google Store, and search for “Church Center App” and download.



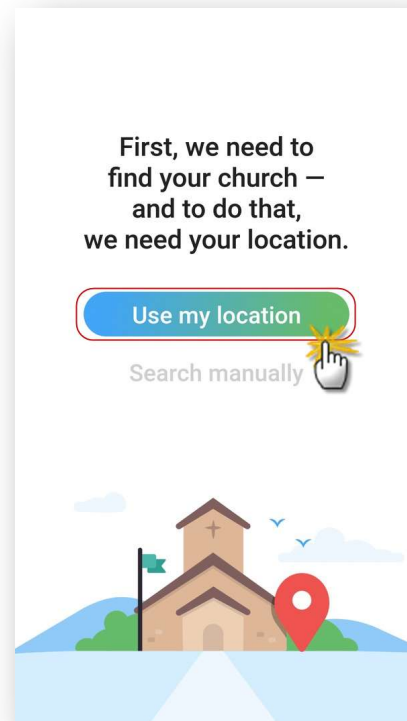
2. Once it has finished downloading, click on the “OPEN” button.



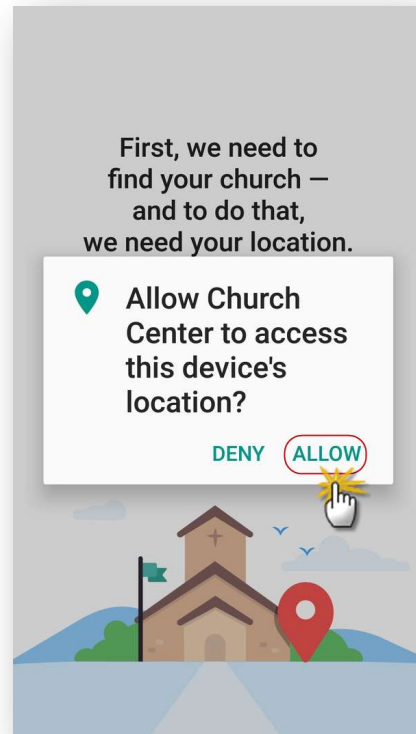
3. When the Church Center app opens, click on **“Get started”**



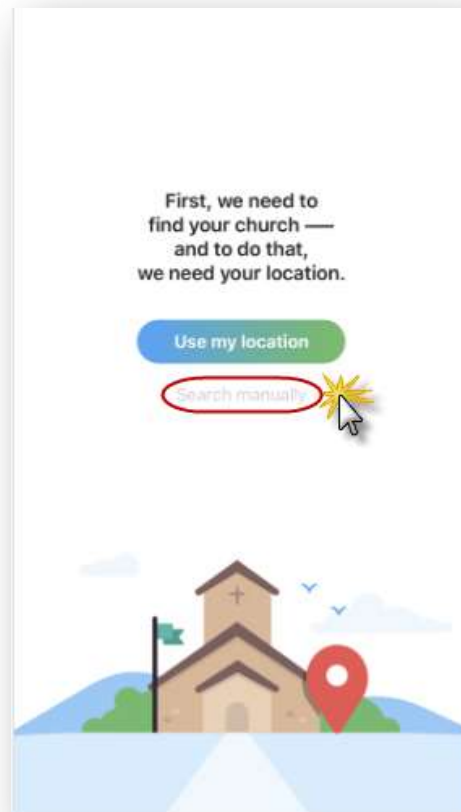
4. At the next prompt, if you are currently physically in church, click on **“Use my location”**.



Then press **“ALLOW”** when asked **“Allow Church Center to access this device’s location?”**

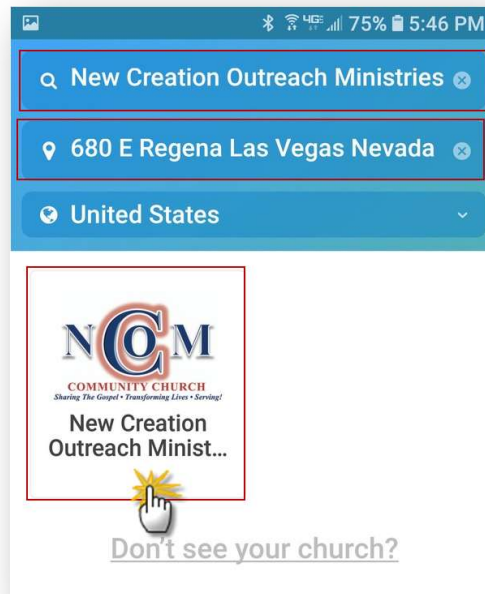


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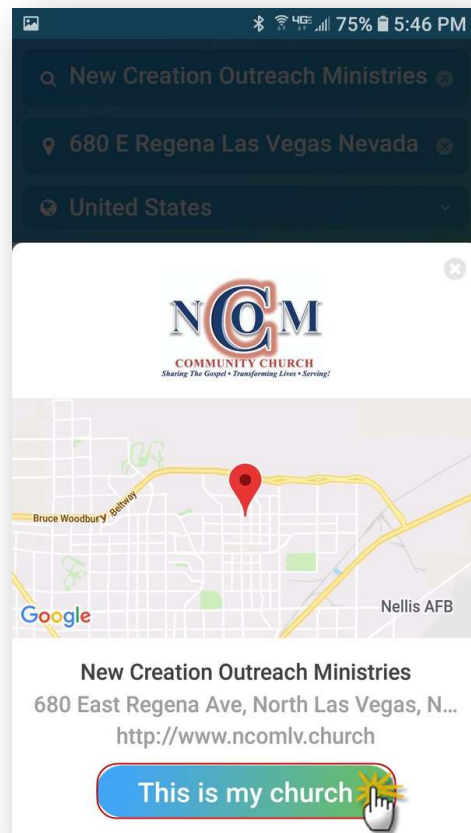


Searching manually

- Fill out “**New Creation Outreach Ministries**” in first box.
- Enter a zip code of “**680 E Regena, Las Vegas, Nevada 89081**” and then hit the “**Search**” button
- The NCOM logo should populate. Click on the logo.

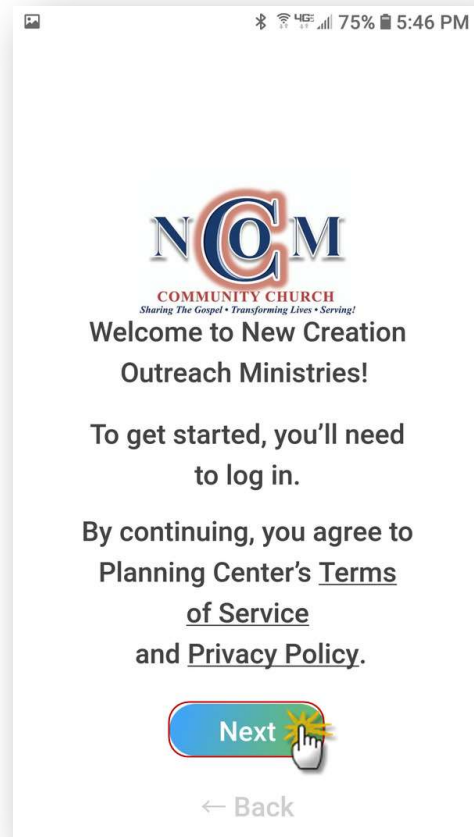


- On the next screen, click on “**This is my church**”

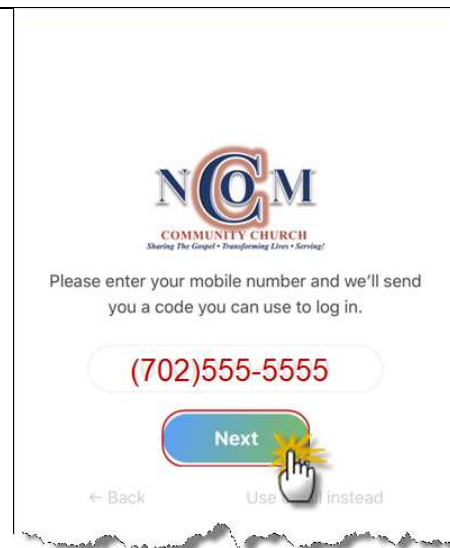


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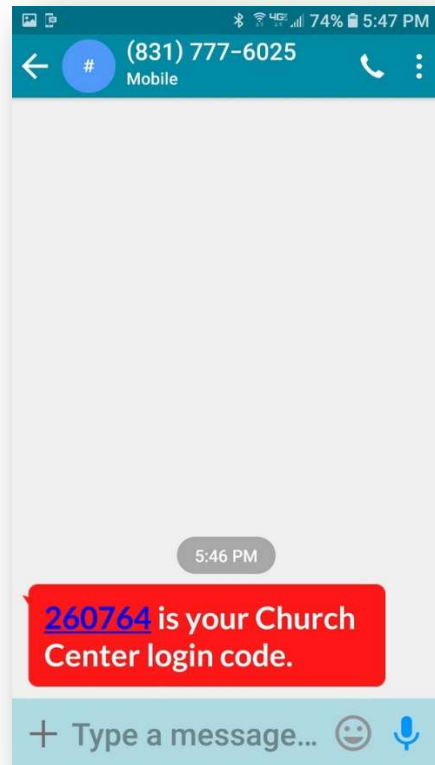
Click on "Next" if you agree and to proceed with verification.



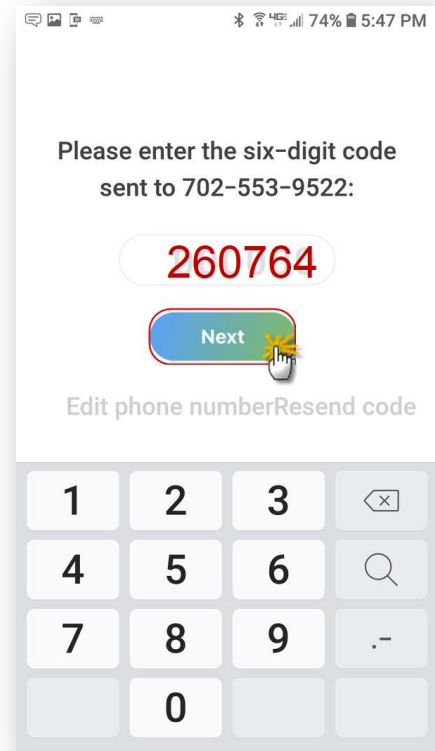
7. At the next screen, enter your mobile number to verify your church account, and to log in.



8. You will receive a text of a six-digit code.

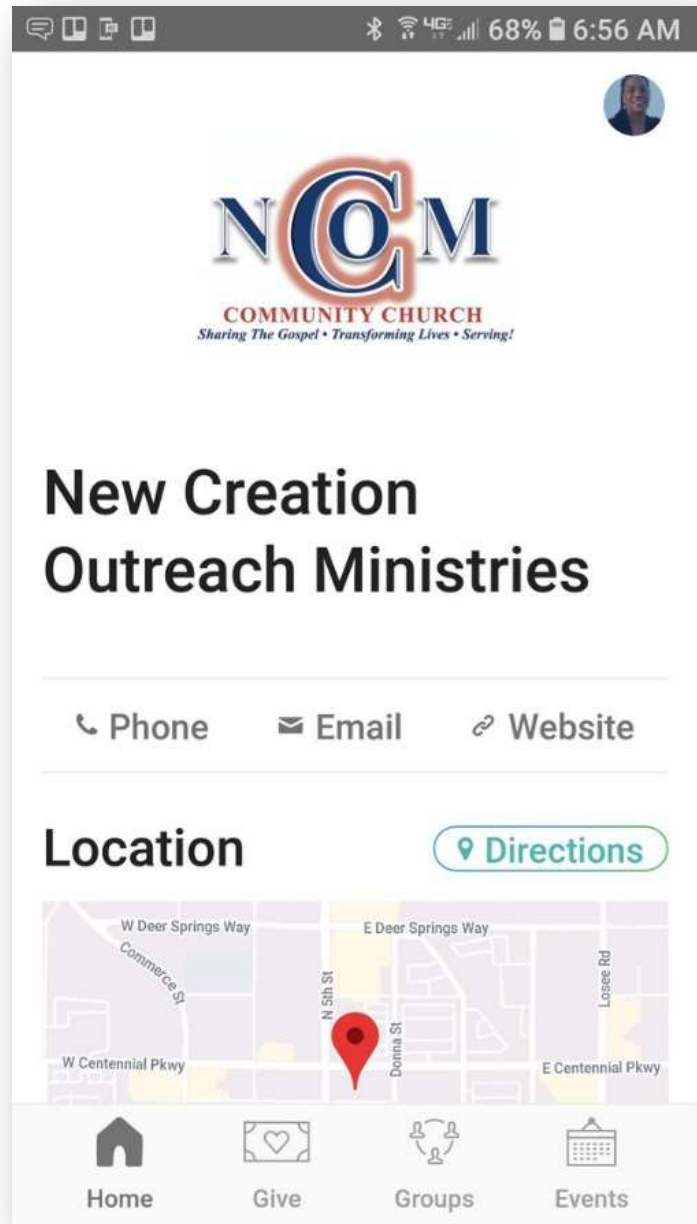


9. Enter the six-digit code and press "Next."



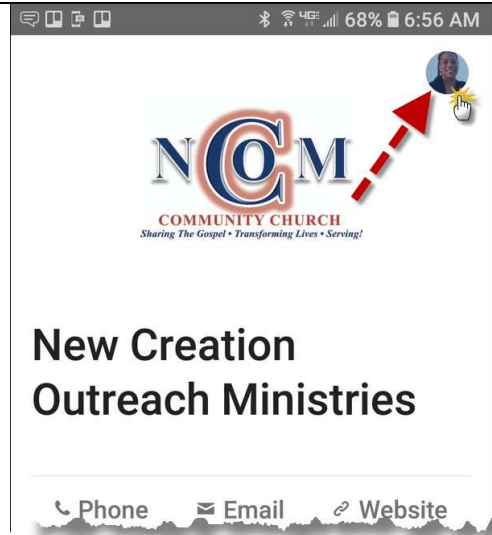
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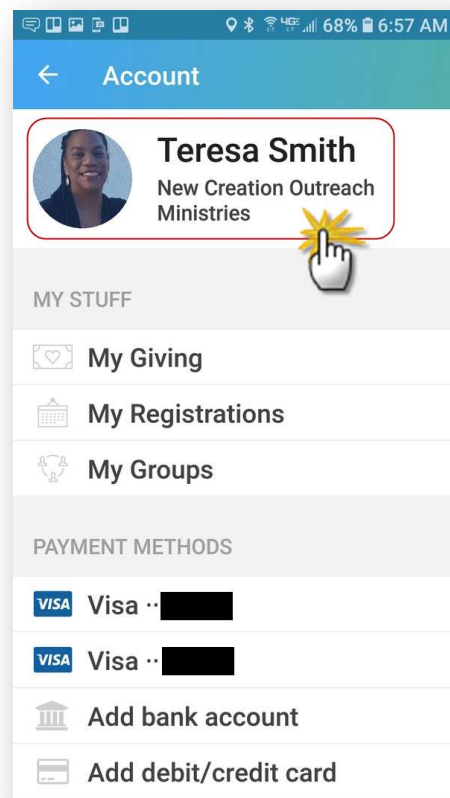


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- Go to the upper right-hand corner, and click on your photo/profile picture.
-



- Under the "Account" menu, click on your name.



- On this screen, you can upload or update your profile photo.
- You can also update your phone number(s), email address(es), and physical address.
- Once all info is correct, press "Update" at upper-right hand corner.

