

Why is GC making the move to an online directory? Three main reasons...

- **Accessibility:** You have quick and easy access to up to date contact information to connect and engage with others from GC.
- **Manageability:** You maintain your own family members' info with individual control over more information - you decide what info to share with others.
- **Timeliness:** Changes you make to your contact info online are typically "live" within a day. No more waiting for months for updates!

Who can access it?

Access is limited to all GC active members and regular attendees.

What electronic device can I use to access it?

Any computer or mobile phone with internet access.

Is my/my family's contact information already set up in the online directory?

Depending on when you starting attending GC, your family information may already have been uploaded by household. Within your household, each family member on file has an individual profile set up, including info such as: name, home address, email address, phone number, etc.

Who can currently view and change my/my family's contact information?

Your individual/family's contact information is currently viewable/changeable only by adults listed in your household account for whom the office has a valid email address on file.

How do I add or update my/my family's contact information?

You will need to create an account within the directory to access your family's profiles. Go to gracecp.adjace.com. Click "New User". Sign up using your email address and follow the prompts.

(Links to step-by-step detailed instructions can be found on our website under *Ways to Connect, GC's Online Directory*. For a print version, please contact the office.)

How do I make my/my family's information shareable so my fellow GC attendees can view it as well?

You will need to log in to the online directory and specifically "opt-in" *for each family member*.

I'm happy with the printed directory. How can I get a new one?

After folks have had an opportunity to create online accounts, "opt-in" and confirm/update their information online, the office will generate printed directories from the "opted-in" online profiles. You should still create an account in the online directory and update your information even if you plan to use a printed version.

I don't have access to the internet but want to be listed in the online and printed directories. What should I do?

The office will be happy to assist you. Please call them at your convenience.

What company did you partner with for our online directory?

We partnered with a company called "ADJACE". Their software integrates with another church planning software program we use extensively.