



Instructions for Connecting to ChurchBot

Introduction

ChurchBot provides a way to find out about what's happening in your church using Facebook Messenger. You will be able to "chat" to ChurchBot to access your church's Elvanto system.

You will RECEIVE reminders of volunteering, TAP to easily find out about your upcoming rosters, and ASK questions like "When am I on roster next month".

The Quick Steps for connecting to ChurchBot are below, the more detailed instructions follow.

Requirements

To use ChurchBot you'll need a Facebook account (but not necessarily any friends or likes) and have the Messenger App installed on your phone. Click [here](#) to get an account, and [here](#) to install the App. Your church will need to be using the Elvanto system and your Administrator will need to have set up an Integration between Elvanto and ChurchBot and told you the ID to use.

Quick Steps to Connect

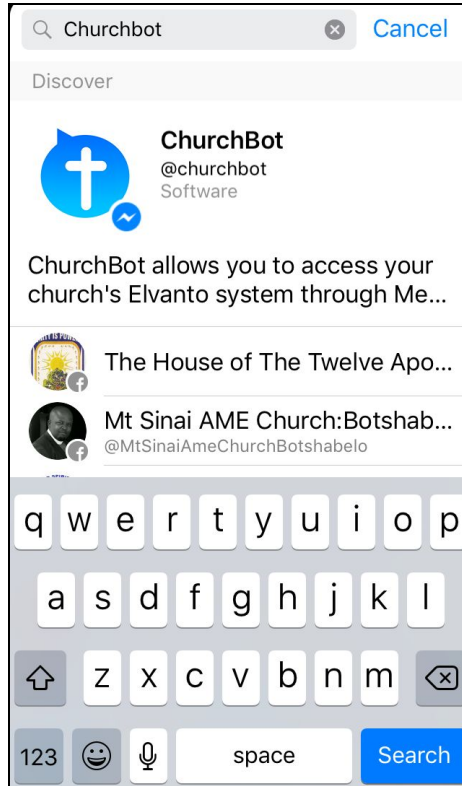
1. Open Messenger and search for ChurchBot, or click this link <http://m.me/churchbot>
2. Connect to ChurchBot, tap "Get Started", then tap "Register"
3. Enter the ID of your church and tap Send. (The ID will usually be the initials or abbreviation of your church - contact your Administrator if in doubt)
4. If your Facebook name matches your name in Elvanto, you can skip to step 6.
5. If ChurchBot cannot match your Facebook name, you will be asked to enter your First name and Last name.
6. When a match is found, a code will be sent to your email address. You will need to Copy this code from the email (it may be in the Junk folder) and Paste it into Messenger and tap Send.
7. If this is successful, you will be asked to select the day of the week to receive volunteering reminders. Tap the day you like and you're done and can start using ChurchBot. If your registration was not successful you can tap "Register" and try again.
8. Once registered, you can tap "Show My Roster" to see what's coming up for you. You can tap the menu options at the bottom of the screen to find out more about what's coming up.

More detailed instructions are on the following pages.

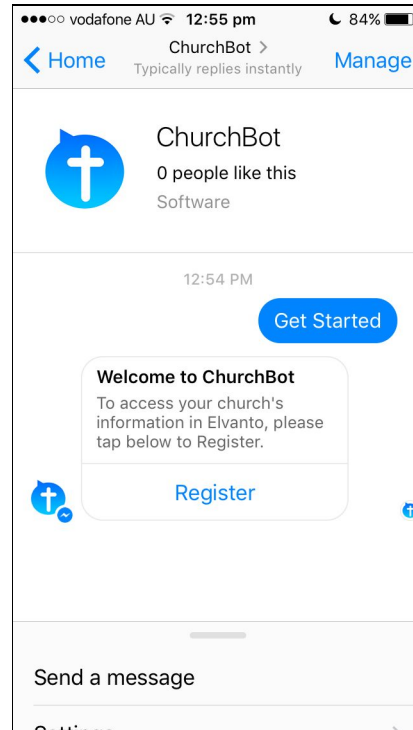
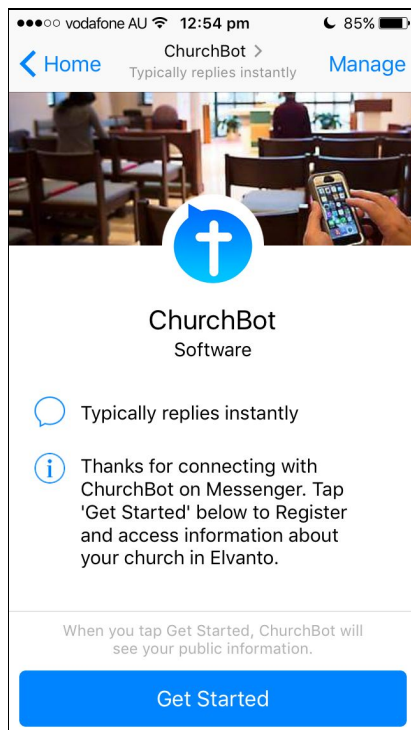


Detailed Instructions

1. Open Messenger and search for ChurchBot, or click this link <http://m.me/churchbot>

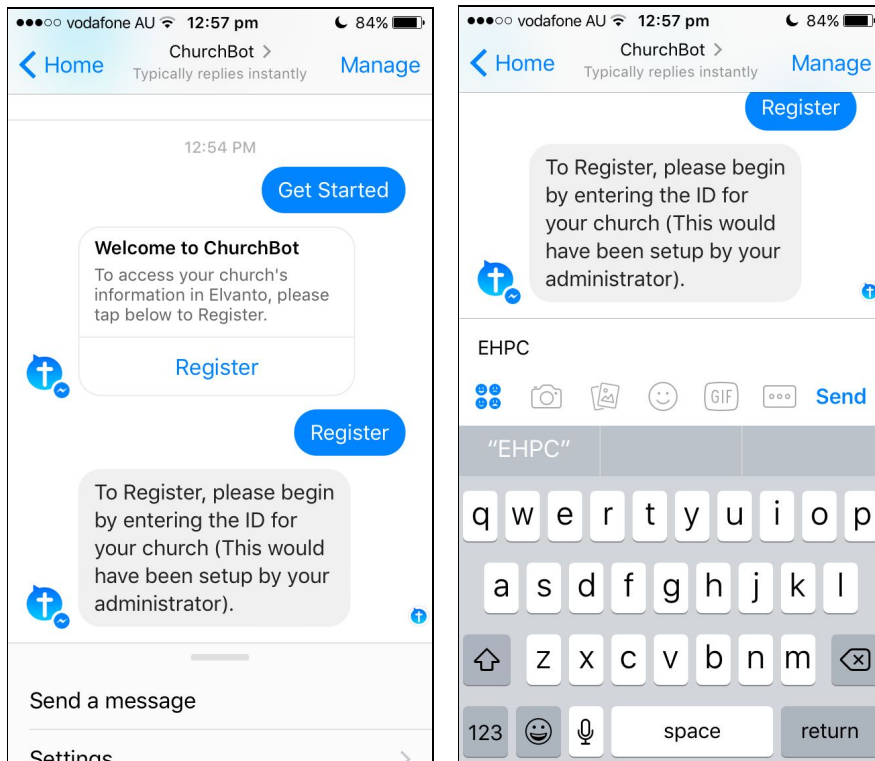


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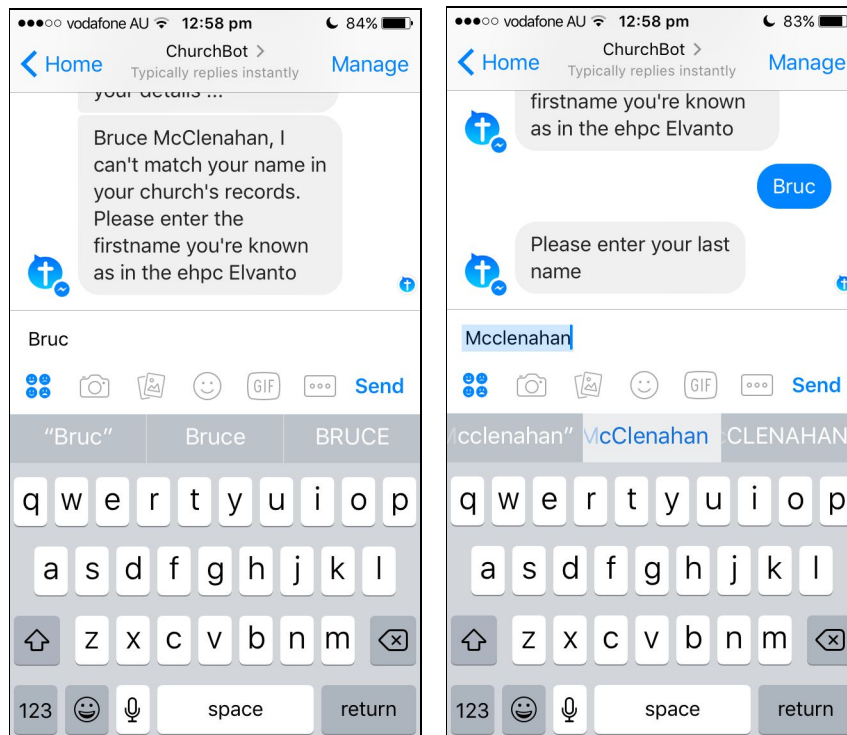


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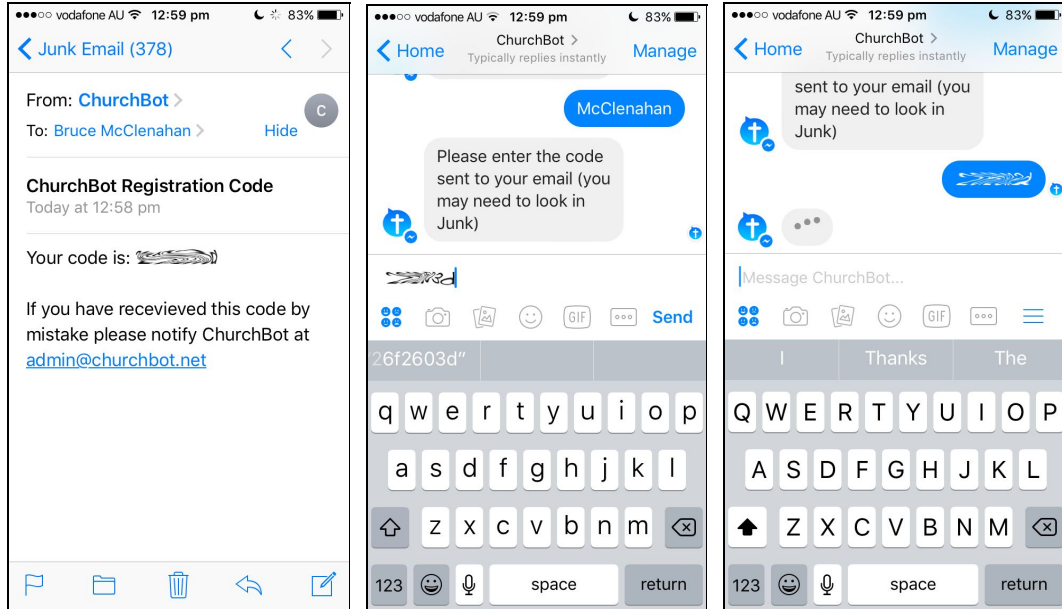
4. If your Facebook name matches your name in Elvanto, you can skip to step 6.

5. If ChurchBot is unable to match your Facebook name, you will be asked to enter your First name and Last name.





- When a match is found, a code will be sent to your email address. You will need to Copy this code from the email (it may be in the Junk folder) and Paste it into Messenger and tap Send.



- If this is successful, you will be asked to select the day of the week to receive volunteering reminders. Tap the day you like and you can start using ChurchBot. If your registration was not successful you can tap "Register" and try again.

