Creating a user account is a one-time process. The process requires you to submit a few details of personal information to verify your identity to the system. It takes just a few minutes to complete the information required to set up an account. Use the following procedure to set up an account.

1. In your web browser, enter the URL <u>https://logoscms.parishsoftfamilysuite.com/</u>

The ConnectNow **Welcome** screen is displayed:

Connecting People and the Church						
Welcome! Sign In Bel	ow					
Username.* Password:* <u>New User?</u>	Logn	For security purposes - we only support the following browsers: IE 8.0+, FireFox 3.0+, Safari 3.0+ and Chrome 2.0+. If you do not have any of these installed on your system you must install or upgrade to one of them before you can login.				
Use of this software, website, and services is subject to the Terms of Use						

2. Click the **<u>New User?</u>** link to display the **New User Registration Form:**

	ш			
Step 1: Account	Request			
Organization Not i	m List? If your organization is not a	vailable in the dropdown, plea	ase contact them for assistance.	
Organization:*	v			
User Name:*				
Password:	A temporary password will b Monitor your spam folder!	e generated and emaile	d to you.	
Step 2: Personal	Information			
This information is used	to verify your identity in the data	abase OR create a new fam	ily record.	
First Name:*		Country:*		~
Last Name:*		Address:*		
Nick Name:		City:*		
Primary Phone:*		Region;*		
Birth Date:*	eg. MM/DD/YYYY	Postal Code:*		
Step 3: Email Ad	ldress			
Why Multiple Ema additional fields help	il Addresses? People occasionally o us find or update your family record	change email addresses. If yo L	u are in the family database, the	
Count Freda	eg. email@domain.com	Prior Email #1:	optional	
Current Email:				

3. Complete Steps 1 -3 on the form. Required fields are marked with a red asterisk: *.

4. Click Submt Registration to submit your information to the system.

5. You should receive this screen.

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	New User Registration Form		
	User Registration Substitution Completed Corrent Status: Pickling Review & Approval Due to security and detity corcerns, your inguination information needs to be need to the security and the security and you be your particular that approval varies, build the will send status updates to pour use at the securit and address belows. Following, approval, you will recoher your account information and a randomly power Mighlandpolicemon()(gmail.com Pease monitor your span failer)	owed and auproved c e a rejocally account ated passwork.	
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