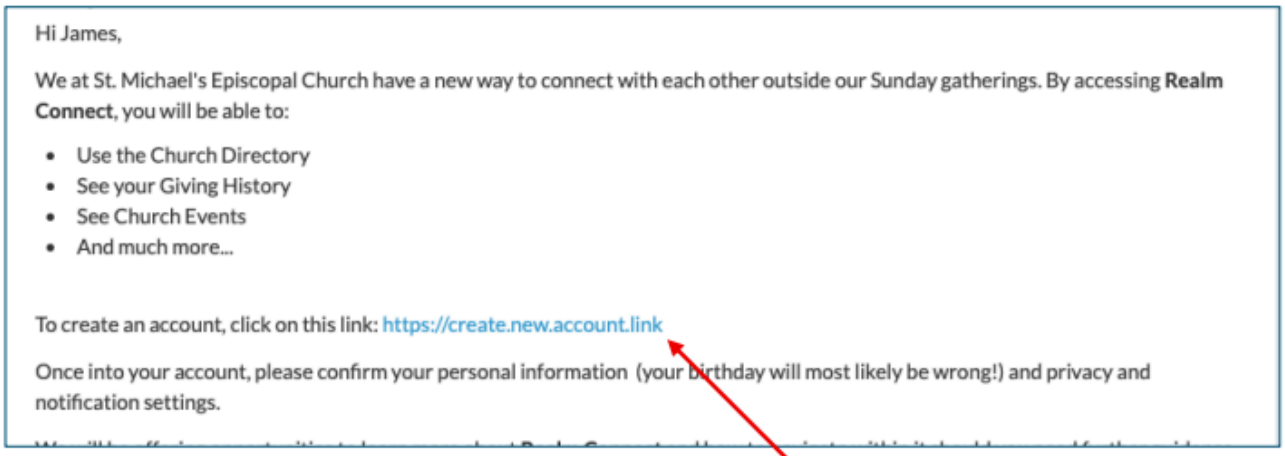
Creating Your Connect Account - Android phone/tablet

The Invite

You will receive an email invitation from the church. It will come from:

St. Michael's Episcopal Church <notifications@onrealmmail.org>

with the subject line: St. Michael's Realm Connect Invite - Start Here! It will look like this...



Hi James,

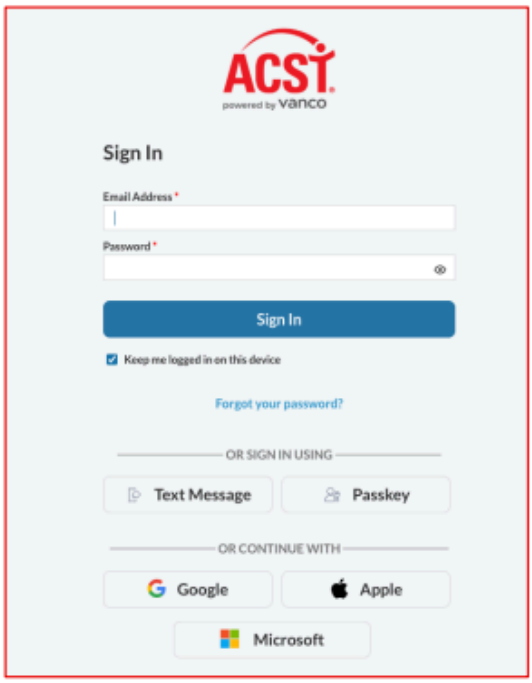
We at St. Michael's Episcopal Church have a new way to connect with each other outside our Sunday gatherings. By accessing **Realm Connect**, you will be able to:

- Use the Church Directory
- See your Giving History
- See Church Events
- And much more...

To create an account, click on this link: https://create.new.account.link

Once into your account, please confirm your personal information (your birthday will most likely be wrong!) and privacy and notification settings.

The link in the invitation is unique to you. Click on the link. The link will take you to a page where you can set your password. The login page looks something like this:

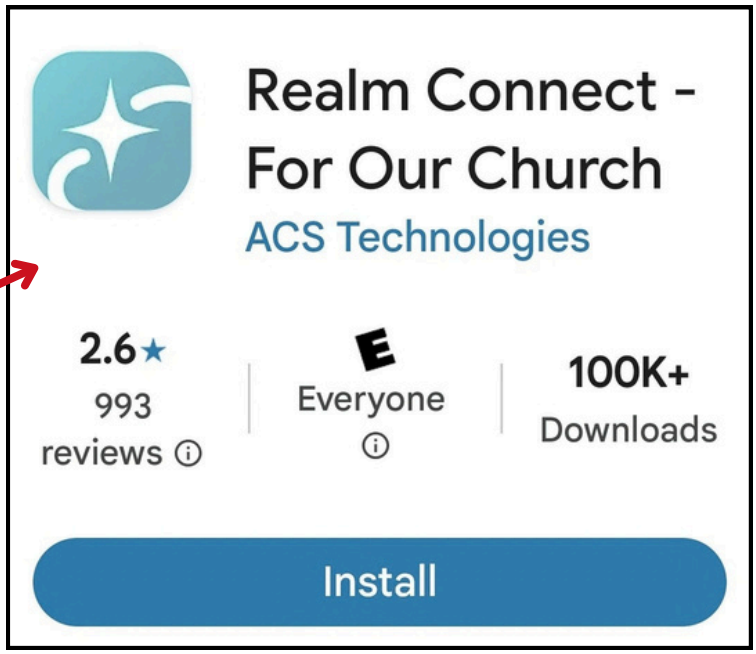


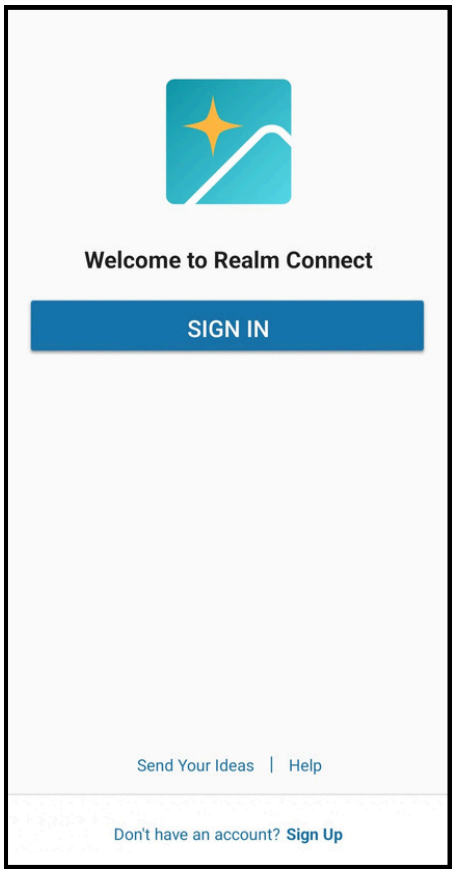
Use your email address. (Same one that received the invitation.) Write down your password where you will be able to find it again. Once you have your login and password, you will never have to see that page again unless you need to reset your password.

Android

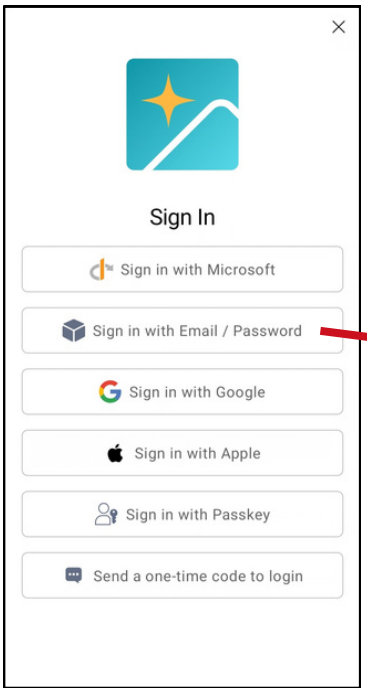
Getting Started

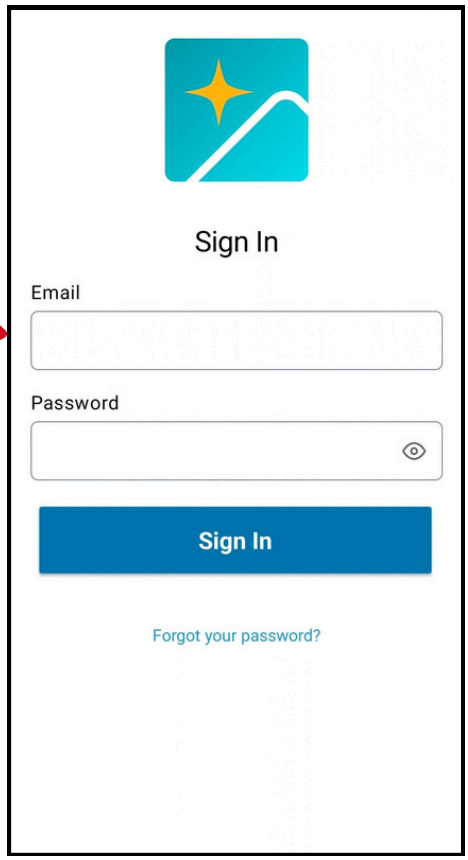
Once you have created your login you can download the **Realm Connect** app from the **Google Play Store**. It looks like this. If you haven't already downloaded it, there will be a big "Install" button. Click on **Install**.





Tap Sign In





Sign in using your email address and the password you created.

Android

Explore the app!

News

The **News** screen shows posts from all of the **Groups** you belong to.
It is the first screen you see after you log in.
Everyone is in the **St. Michael's Episcopal Church** group.

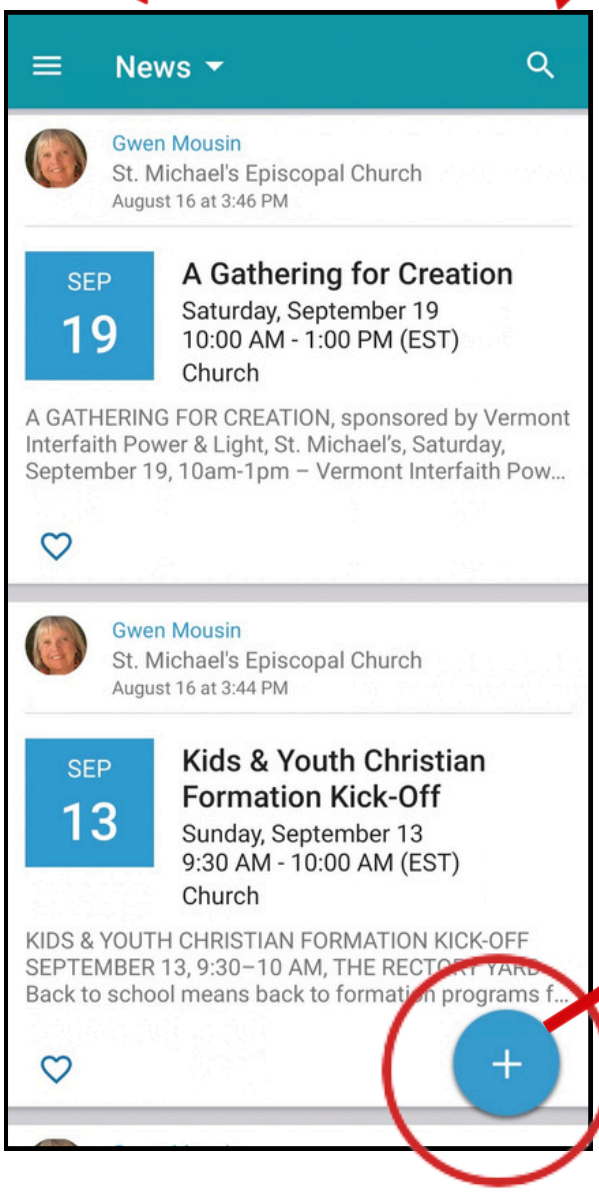
Click here for a pop up menu that allows you to filter **News** posts between "All Groups" and individual groups you belong to

Search the **Directory** by name.

News keeps everyone up to date on the groups they belong to. The most recent post will be at the top.

Click on the ≡ icon to bring up a pop-up menu which allows you to navigate to the other areas of Connect.

Go to the next page in this handout for more on that!



Allows group leaders to view their **Scheduled Content**

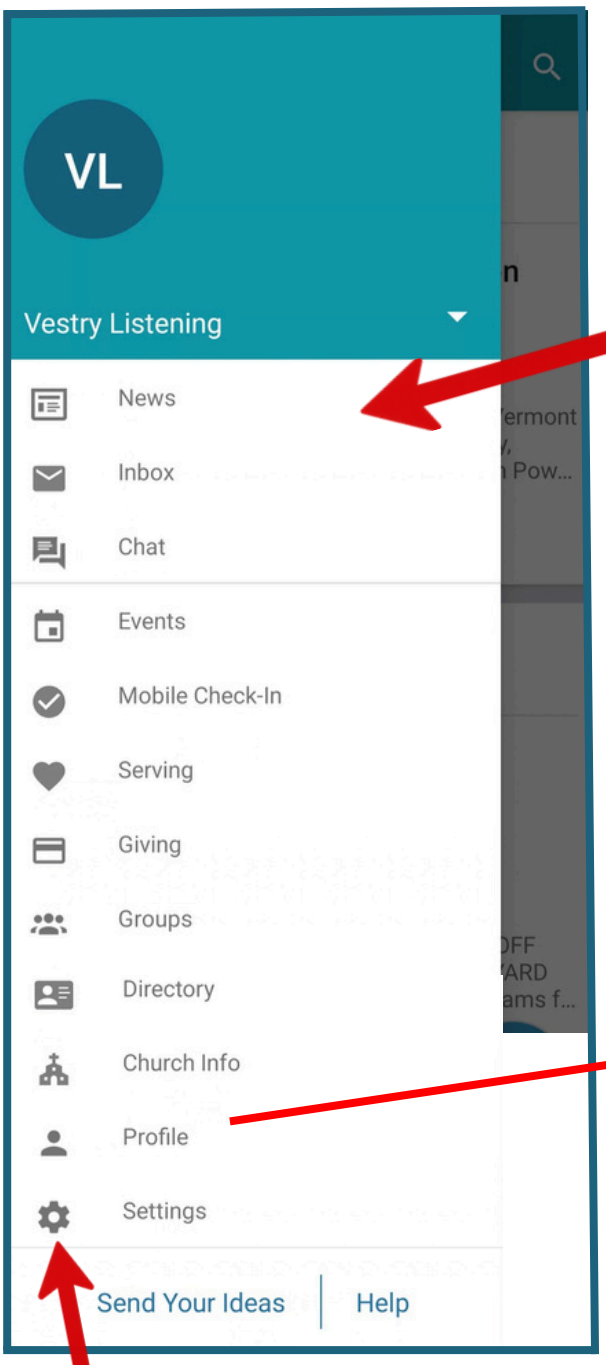
Event allows group leaders to schedule an event for their group.

Photo allows group leaders to post images in their group.

Post is for members of a group who have permission to create posts to the group.

The ➕ brings up a pop-up menu for adding posts and events in groups. *(This is mostly for the use of group leaders.)*

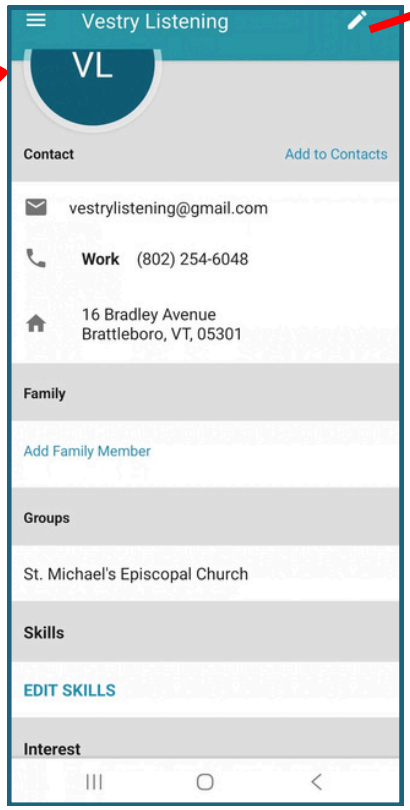
Android



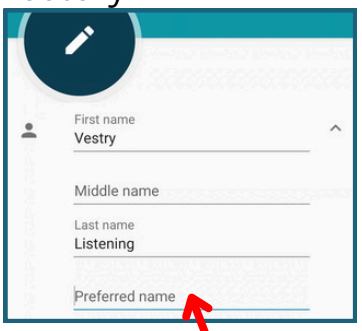
Tap here to edit your ***Notification Settings****. See the next handout page to learn more about* ***Notifications*** *which you can edit by clicking on* ***Settings****.*

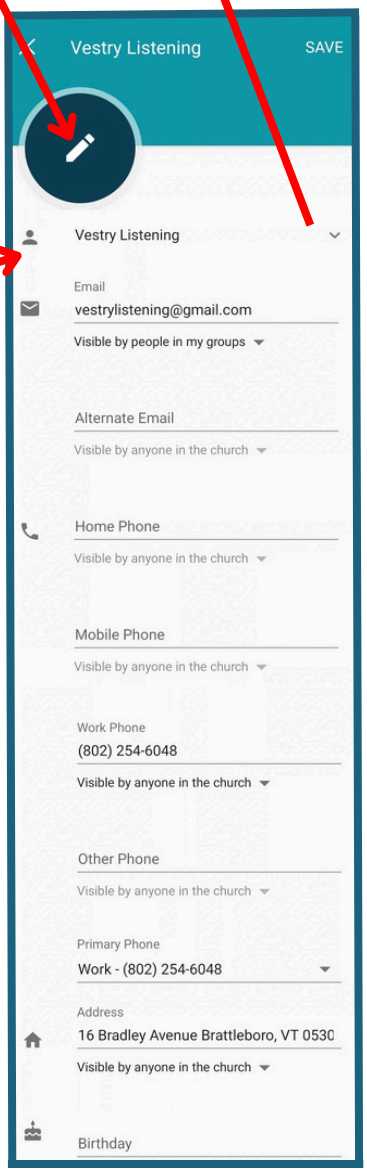
More

This pop-up **Menu** allows you to access the main features in the Connect app. Refer to the *"Realm Connect Explanations"* handout for descriptions.
You'll need to put your finger on the white area and slide to scroll through the full menu you see here.
Profile allows you to view your personal profile. Use the pen and ▼ icons to edit your profile content, and choose what appears in the **Directory** (choose "Visible to anyone in the church" for what you want all people with access to the **Directory** to be able to see).
You can also indicate your **Skills** and areas of **Interest**.



You can enter your preferred name if we know you by a name other than your official first name (eg. the name that may be on record because it appears on payments.) Your "Preferred name" + "Last name" will appear in the Directory.

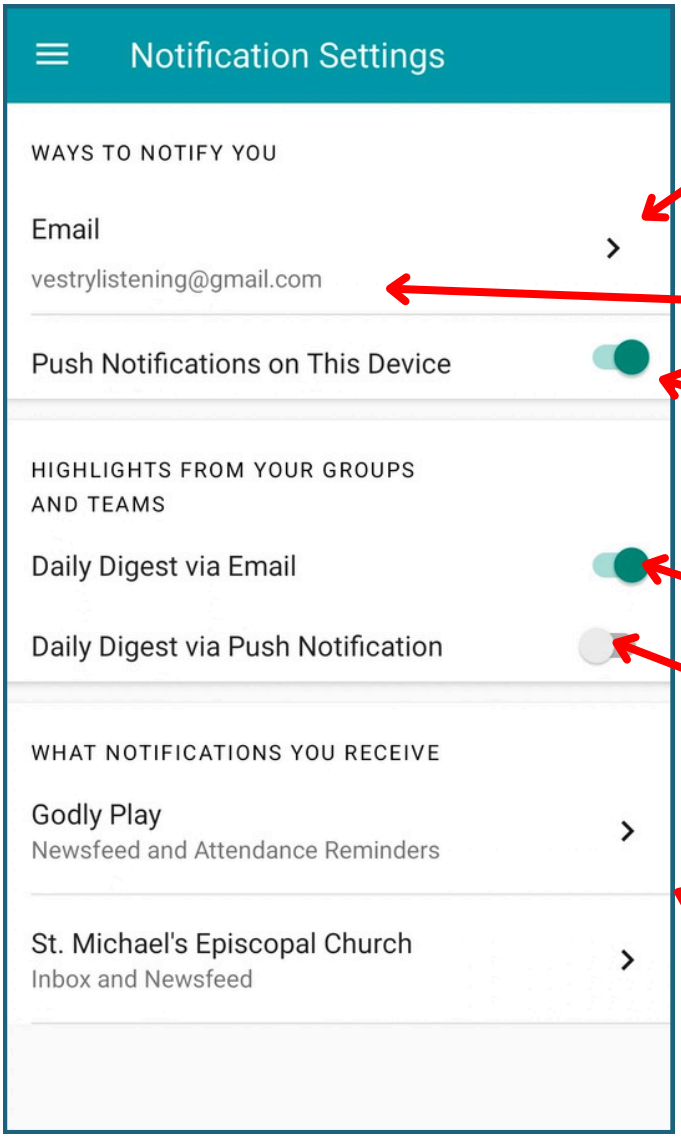




Android

Notification Settings

How do you know if you have a message in Connect? Notifications! You can choose how you get them whether in email and/or as a notification on your digital device .



Click the small arrow to select how you want to recieve email notifications (and turn them off)

The email address that will receive communications.

Turn on to recieve push notifications on your phone/tablet.
Note: If you don't know what a Push Notification is feel free to ignore it!

Turn on to receive one email with all communications in a day.

Turn on to recieve one push notification with all communications in a day.

Choose by group how you want to recieve notifications. *Note: It is likely that you will be fine without managing group settings individually.*

There's so much more ! Please explore and discover - we hope Connect will become a useful tool for our church.