

Registering to Receive Emergency Text Messages from Eastridge

Overview

Occasionally we need to contact everyone quickly. For instance, in the case of bad weather moving into the area, it is necessary to get a message to everyone as soon as possible. We have the ability to send everyone an Emergency Text Message to their mobile phone; however, you must register your mobile phone number in order to get the Text Messages.

Registration

You must first have a *Username* and *Password* in order to logon to My Eastridge (CCB). Contact the Church Office, or go to <http://eastridge.ccbchurch.com> and go through the *Sign Up* process.

Once you log on to your Home page, you will want to go to your personal **Profile**. There is a hyperlink next to your photo that reads "Go to my profile" and you will want to click it.

You will be transferred to your **Activity** page with your photo and personal information. If you don't have a photo on file, or you want to upload a new photo or correct any mistakes on your profile, then click on the **Profile** link under the blue **Actions** bar.

To register for Text Messages, click on the **Set Communication Prefs** under the blue **Actions** bar.

You will be transferred to your **Communication Settings** page.

On the right hand side of the page is a drop down menu listing all the mobile phone carriers (AT&T, Metro, Sprint, T-Mobile, Verizon, etc.). Choose your carrier then enter your 10-digit mobile phone number.

Scroll to the bottom of the page and click **SAVE SETTINGS**.

Then; from the list of groups you are in, you must choose which groups you would like to receive text messages from.

Make sure you at least click **+The Eastridge Family**.

Youth Group Parents and Teens, check the box for **-Eastridge Youth Ministry** group to receive text alerts and reminders for youth group events and activities. Our Youth Ministers will send out urgent news, status updates for camps, trips and other important information.

You must be a member of a Group to register for that group's messages. Other groups may be set up in the future.

Scroll to the bottom of the page and click **SAVE SETTINGS**.