

# Registering for the first time to use HFBC Members Connect

home online giving

**Member Login**

Number / E-Mail Address:

Password:

Login

Forget your password?  
Have it e-mailed to you.

Don't have a login?  
Register

1. Click Register

2. Complete the Registration Details Page -- Please answer ALL questions. This information is ONLY available to the church office staff. Only your name, address, home phone and e-mail address appear in the online directory by default and only registered members have access to that information. In addition, you can control how much of your information appears in the directory by editing your personal information and setting the security level. To learn how, view the help file on editing personal information.

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**Registration Details**  
\* Indicates Required Field

Personal Information

Person

Title: Mr

\* First and Middle Names: Adam Apple

Salutation: Adam

\* Last Name: Aardvark

Suffix: Jr

Birth Date: 6/20/1955 (MM/DD/YYYY)  
The year is used for internal purposes only and will not appear in the directory.

Employer: Aardvark Academy

Position: Third Grade Teacher

Occupation: Teacher

\* New Password: .....

\* Re-type New Password: .....

Address

Address 1: 555 Happy Lane

Address 2:

City: Elizabethton

State/Province: TN

Postal Code: 37643

Country:

Phone Numbers

Home Phone: (423) 555-1212 (999) 999-9999

Business Phone: (423) 555-1111 (999) 999-9999

Cell Phone: (423) 555-0079 (999) 999-9999

Pager: (423) 555-2222 (999) 999-9999

Electronic Contact Information

\* E-mail Address: adam@aardvarkfamily.com

Web Address:

Additional Comments

Hey this is really cool!

Just remember that whatever comments you put in this will show up in our church membership software in the office!

Family

Spouse's Name: (First and Middle only) Alice Wonders

Children's Names: (First and Middle only)

# 1: Andrea Lynn

# 2: Bert Lancaster

# 3:

# 4:

# 5:

# 6:

# 7:

# 8:

Click Register when the form is complete

Register Cancel

Your birth date is for internal purposes and is completely confidential. It will not appear in Members Connect unless you choose to allow it by changing your security settings\*. Please give us the month, day AND year.

Only your home phone appears in the online directory by default. These additional numbers are for internal use by the church office (business, cell, pager, etc). Others will only see these numbers if you change your security settings\*.

\* Security Settings - To learn how to change your security settings, view the help file on editing your personal information.

## Registration Complete

Thank you for registering. Please do not register again. Click the below link to continue.

[Return Home](#)

3. Your registration is now complete. Click the Return Home link.

The church office will generally process your registration within 1 business day.



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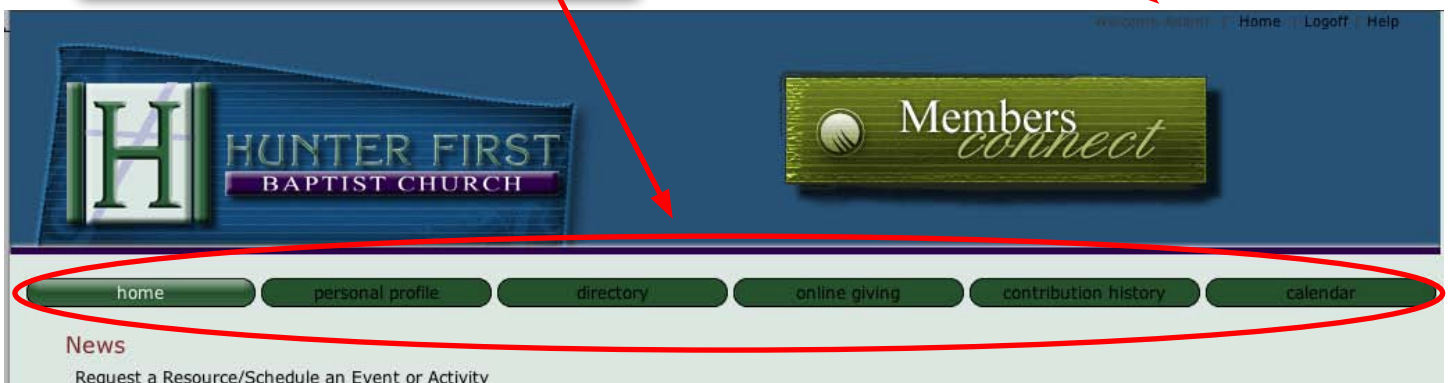
4. Log in to Members Connect.

Approximately 24 hours after you have completed registration, attempt to log in by entering the e-mail address and the password you created at registration and then click "Login."

If your registration has been approved, you will have access to all areas of the site, not just home and online giving. Also your first name will appear at the top of the page instead of a number.

Once registration is approved, you have access to all areas of the site, not just "Home" and "Online Giving"

Once registration is approved, your name appears here instead of a number.



www.hfbc.com Home Logoff Help

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Members connect

home personal profile directory online giving contribution history calendar

News  
Request a Resource/Schedule an Event or Activity

5. Explore HFBC Members Connect. Use the "Personal Profile" link to update the church records about a new address or phone number. Use the "Directory" to find contact information that is up to date. Use "Online Giving" to give your tithes and offerings while you are away on vacation or to schedule a recurring or other one-time gift. View your "Contribution History" to view and print your giving record at any time, regardless of whether you give online or during a worship service. Search the "Calendar" for events and availability of rooms and equipment and to make reservations to use various church facilities, vehicles, and more.

To learn more about HFBC Members Connect, view each of the help files located on the right-hand side of the Members Connect Page.