

What is CCB?

CCB is an internet-based system designed from the group up to help people in our church connect with each other, discover ministry opportunities, and keep track of what's happening in the church.

Hope Chapel is using CCB because we wanted another tool that helps equip staff, ministry leaders, and the congregation communicate more effectively with each other and the community at large.

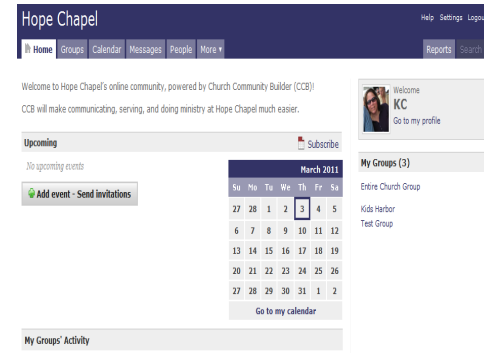
What you can do with CCB...

Here's an overview of some of the features of the Church Community Builder Application:

- Look-up contact info for your friends
- Communicate with staff and others
- Share with your groups
- View your personalized calendar
- Child Log-in
- See your giving record

Your Personal Home Page

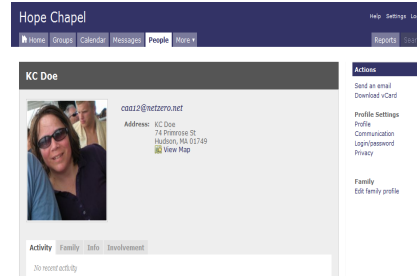
Once you log into the online community you will land on your personal home page.



This page contains: Your Profile picture and access to your profile, A list of your groups, A list of upcoming church-wide events or events hosted by groups you belong to.

Edit your profile

One of the challenges in a growing church is keeping track of the changes in contact information that happens over time. CCB gives YOU the ability to modify information about you and your family and to define what other users of CCB can and cannot see.



When Faith Meets Life, Hope Happens!

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**a new tool for
connecting at
Hope Chapel...**

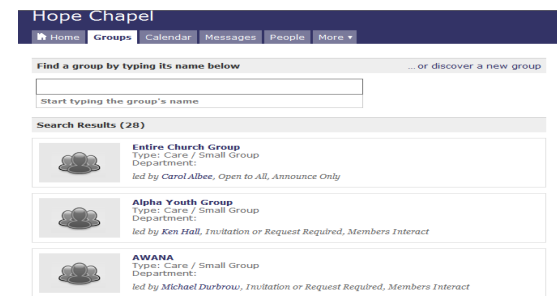
Hopechapelsterling.ccbchurch.com

Setup a “Friends” List

This works similar to the popular “Facebook” application in giving you the ability to choose who can see certain information on your profile. You can also use the friends list to make a custom online directory of the people you communicate with

Join Groups

What is a group? A group is any gathering of people with the church. So we have Life Groups, Alpha Youth Group, Omega Youth Group, AWANA, another example would be Kids Harbor.

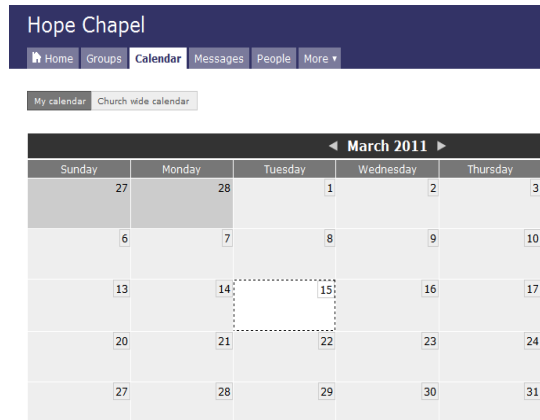


With CCB you can browse all the groups that are available in the church or you can search for groups that meet a specific criteria. Then you can join it or request to join if the leader of that group requires approval of the person wanting to join (ie Hope Chapel’s Choir)

With CCB you can easily keep track of all the groups you belong to and within each of the “group” pages you can connect with all the group members by leaving messages there or by emailing the members. Groups can also upload files and share pictures, class notes, music or other things with their members. On the group page there is also a “calendar” of all the events related to that group. These events can be private to just the group or published to the entire church calendar.

Keeping Track of Your Church Events

CCB also has a built in calendaring system that makes keeping track of all the various church-wide events you would be interested in very easy. Along side of your personal Home page, There is a calendar page that aggregates all of the event published to the entire church AND events just related to your groups. You can also export these events into another calendaring system that you use (i.e. Outlook, Google calendar etc.)



With CCB we also have the capability to have registration for events as a way for people to “sign up” online!

Secure Check-In System

We are also going to be using CCB as a secure check-in system for our children’s ministry. When fully up and running parents will check-in their children and receive a label for their child as well as a security ticket for picking up their children.

What about Privacy?

How secure is my information?

Although CCB is an internet based application, NONE of the data contained in it will show up in any search engines and can only be viewed by users with a login and password. With CCB YOU can control how much of your information is viewable by others. Here’s the list of the privacy defaults for the existing database in CCB (you can change these by logging in and editing your profile)

- **Birthday (M/D):** Friends & My Group members
- **Gender:** All logged in Users
- **Marital Status:** All logged in Users
- **Anniversary (M/D):** Friends and Group Members
- **Allergies:** Church leadership Only
- **Church Custom Fields:** Church Leadership Only
- **Contact #:** All logged in users
- **Other Phone #'s:** Friends & Group members
- **Email:** Emails are only shared with “Appropriate Church Leadership”. Normal users can contact you via email. But don’t see your email address.
- **Contact Addresses:** All logged in users
- **Serving Info** (i.e. Spiritual Gifts/Passions): Church Leadership Only

ALL Children profiles under the age of 12 are **ONLY** viewable by family members and childwork approved church volunteers and staff.

How do I get Started?

1. All you need to access CCB is a internet browser
2. You can access CCB from our church website by hovering your mouse over the “My Hope Chapel Community” link or you can login by entering “hopechapel.ccbchurch.com” in your browser address box.
3. On the CCB Login page you can enter your login and password (**being emailed the week of March 20th**), and click the ‘login’ button. If you do not receive a login and password by the end of the week of March 20th, you will need to request one. You can request one on the login page, by clicking on the ‘Sign up’ link. We will send you a username and password.
4. Use the username and password you receive in your email to log into CCB.
5. EXPLORE all that CCB has to offer!

Please keep in mind...

If you don’t have access to the internet that doesn’t mean you’ll be “out-of -the-loop” when it comes to what’s happening at Hope Chapel. We will still use printed material to communicate with the church body. CCB is just an extra tool to help increase the effectiveness of ministry. We are confident that those who do use CCB will find it to be a great asset!

Still Have Questions?

Carol Albee will be happy to answer any questions you may have about the CCB application. You can reach her via email at churchoffice@hopechapelsterling.org