

# Using SOLBC Church Connect

## Sign up

1. Go to <https://solbc.churchtrac.com>
2. Click on Sign In in the upper right corner
3. Click on Create an account at the top
4. **\*\* IMPORTANT\*\*** Enter the same e-mail address you used for the Church Directory  
(Your Church Connect account will not sync with your SOLBC information if you use a different one.)
5. Respond to the "I am not a robot" CAPCHA and click on Continue  
NOTE: If the e-mail address you provided is NOT the address in your SOLBC information, you will see the following message:

We couldn't locate your account using that email address.  
If your email is correct, please complete the fields below.  
We'll send a note to your church with your request to be added.

If you see this message, PLEASE do not "complete the fields below" and continue. Instead, please use the Back button in your browser and start over with the correct email address

6. You should shortly receive an email with a temporary passcode. Use this passcode to log in and change your passcode to something longer and more secure.

## Using Church Connect

Once registered, you can use the "hamburger" menu (☰) in the upper left corner to access your profile (to make changes to your information), Upcoming Events from the church calendar, your Giving History, the Online Directory, and (maybe someday) a Photo Directory.

In the Online Directory, you can manage what information is viewable for your family or remove your family from the Online Directory entirely. However, your information will still be included in printed or downloadable versions of the directory.

## Church Connect on your Phone

Use this QR Code to access SOLBC Church Connect on your phone:



Then, follow the directions at this QR Code to add SOLBC Church Connect to your Home screen!

