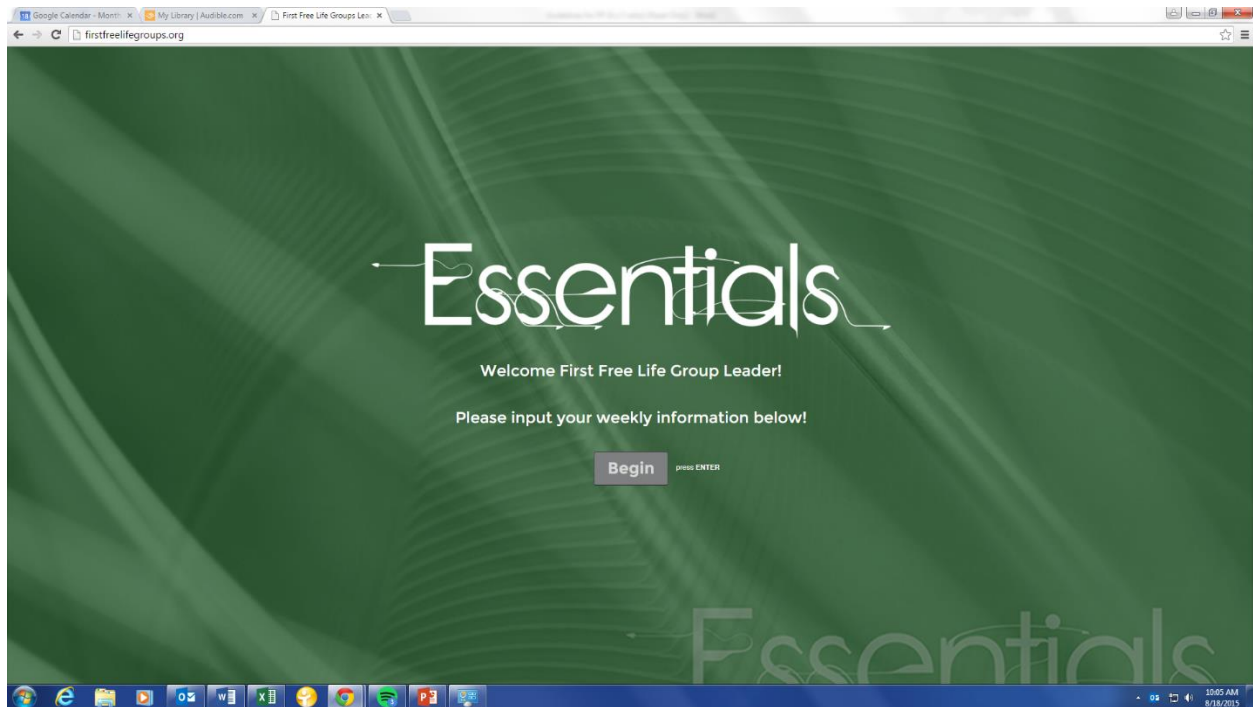


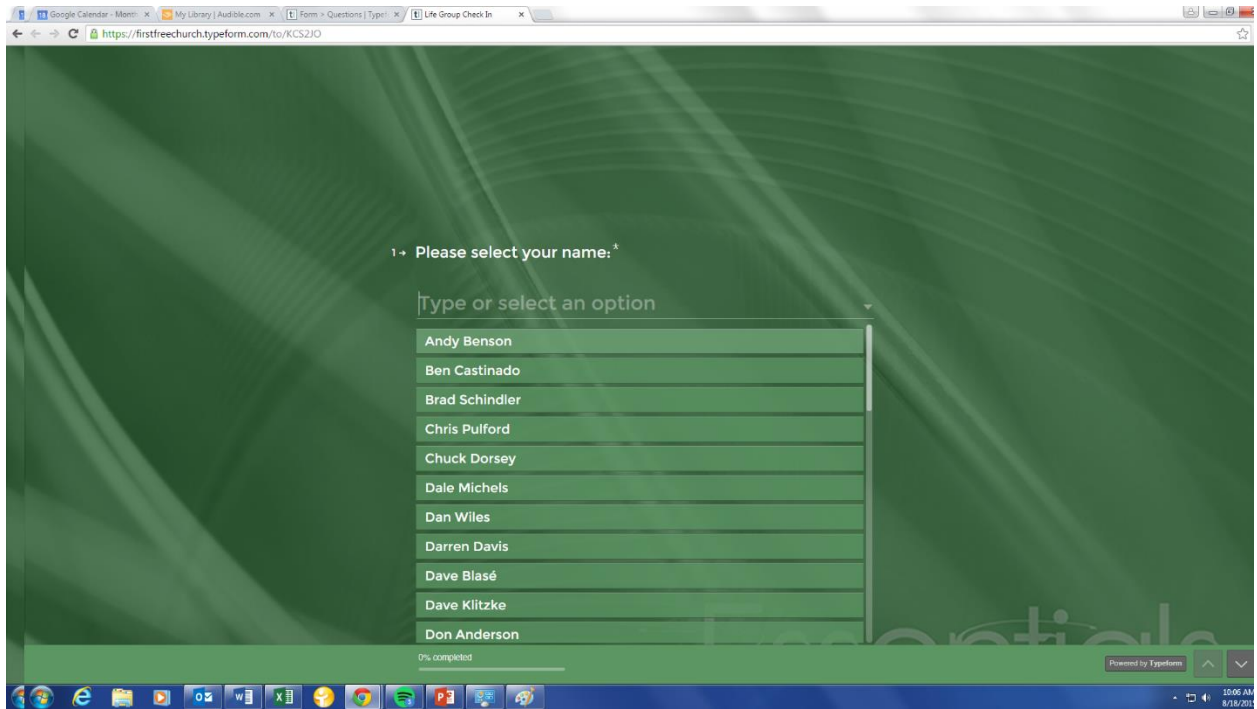
Essentials Weekly Check-In



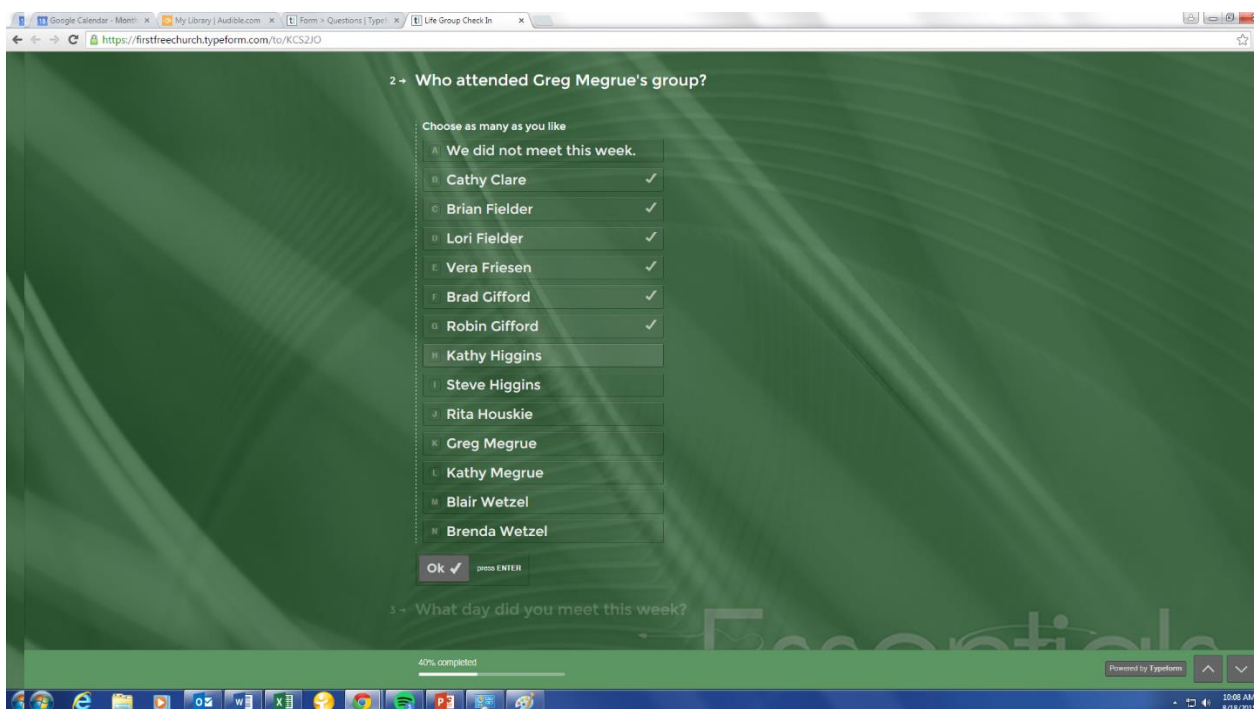
To begin, open your web browser. Please enter the web address: **www.firstfreelifegroups.org**. You will see the above page loaded.

You may want to bookmark this page as you'll need to check in here each week.

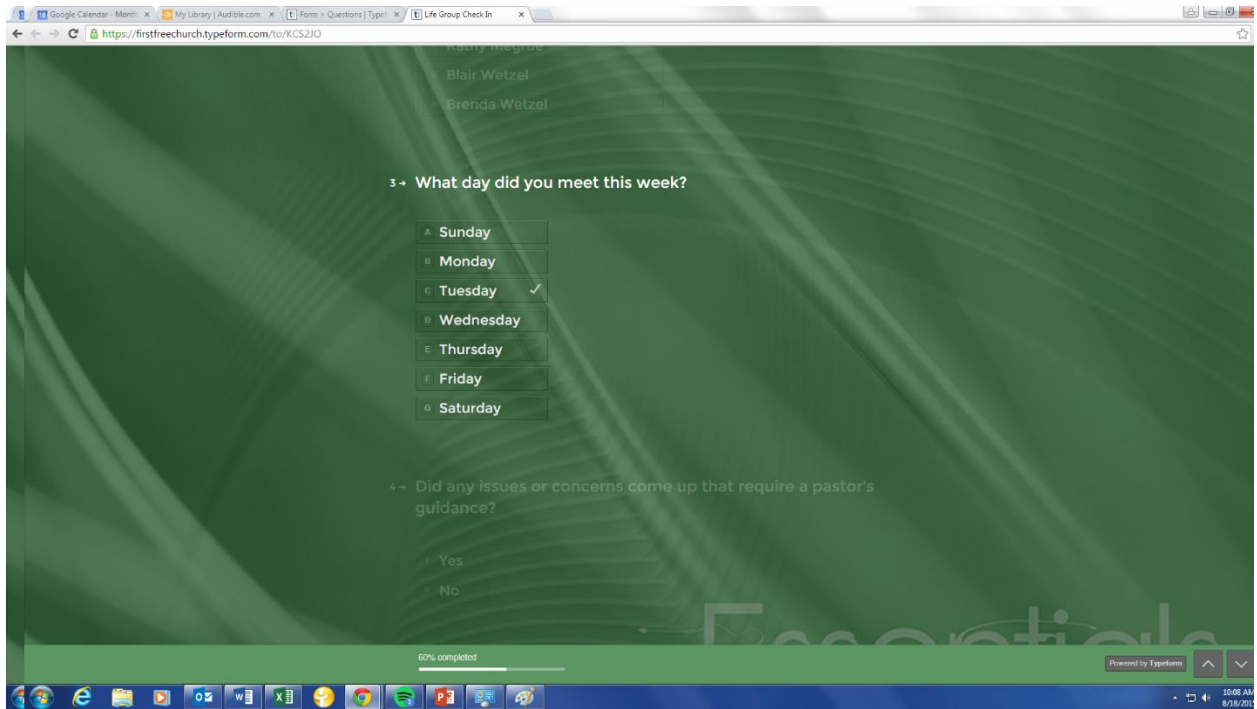
Now click "Begin" to check in. Please note, there is no login for access to this site.



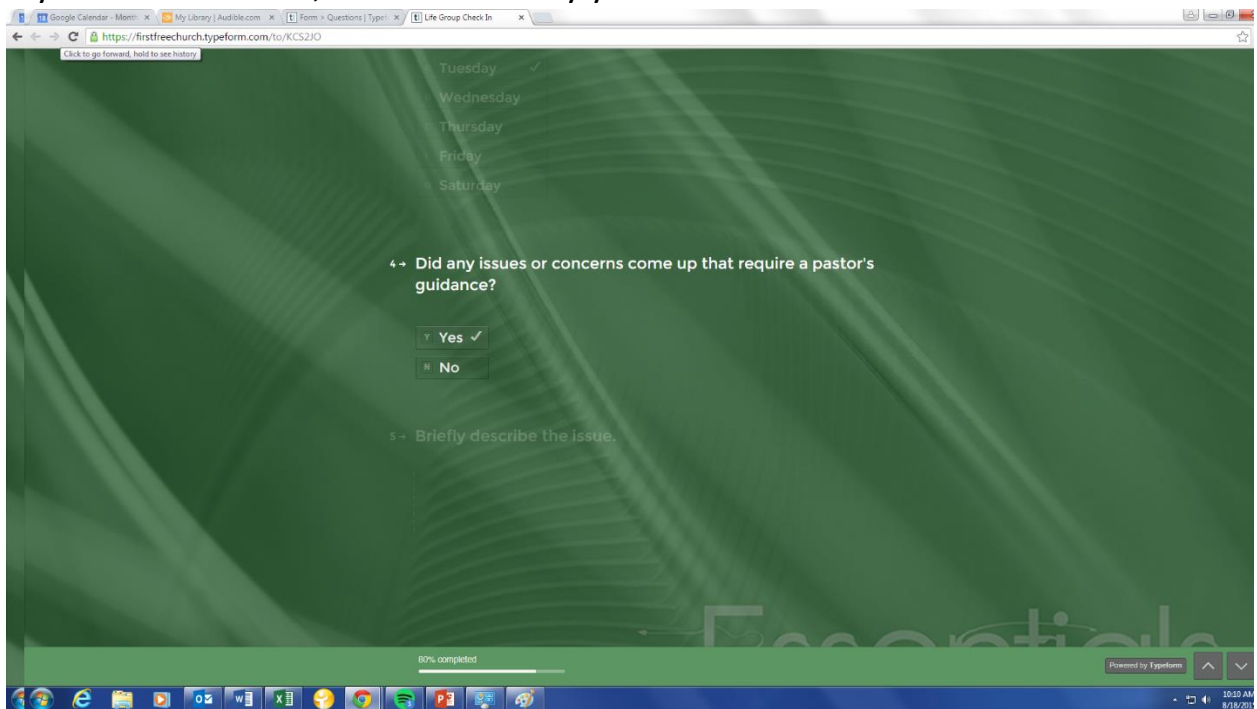
You will need to click “type or select an option” to find your name. It is alphabetized by first name. Once you have found your name, click it.



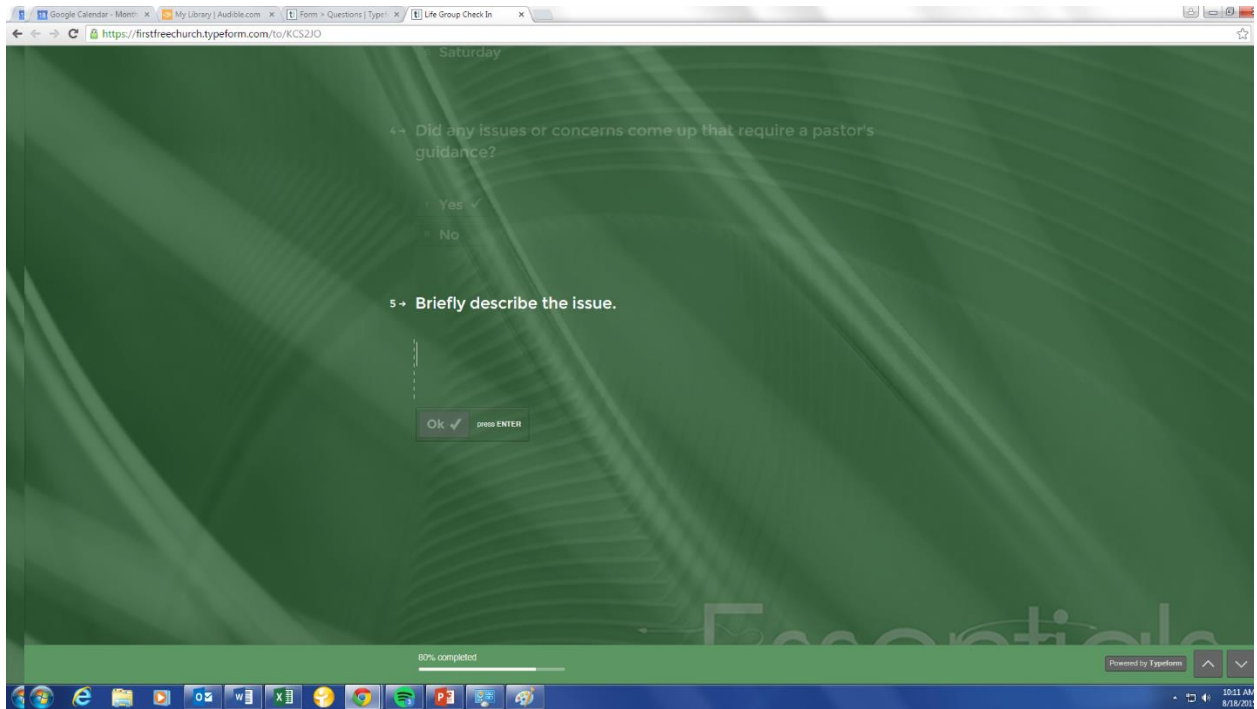
This will move you to a list of your group’s members. Please select **each person who attended**. If you did not meet, please select “We did not meet this week.”



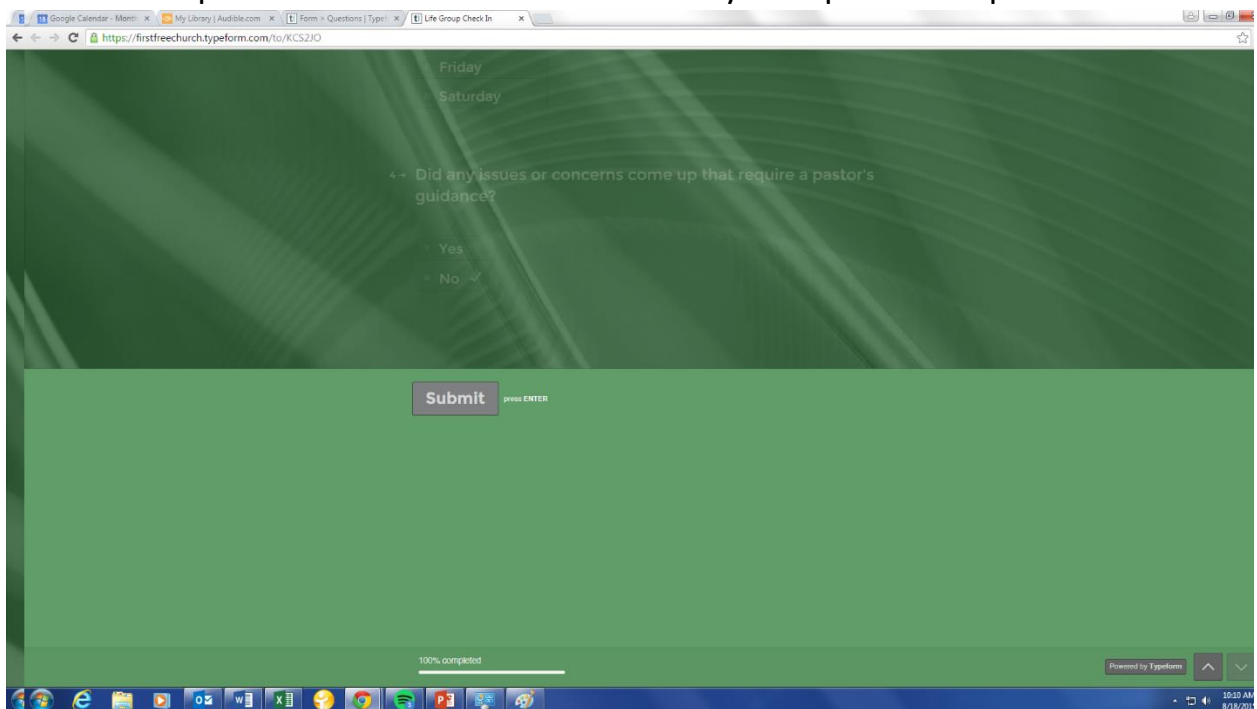
If you met this week, select which day you met.



Next you will have the opportunity to let a pastor know if you need assistance or guidance regarding an issue from your life group. If you need guidance, click “yes.” If not, select “no.”



If you selected “yes”, here is where you can let a pastor know what you need help with. Please provide as much detail as necessary to expedite the process.

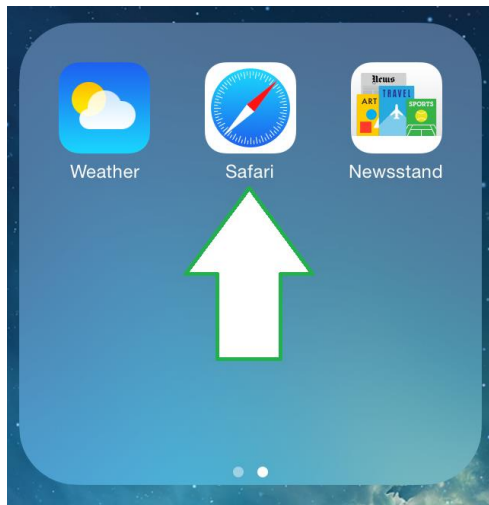


Last, hit the “Submit” button to send your weekly check in. Now you’re done!

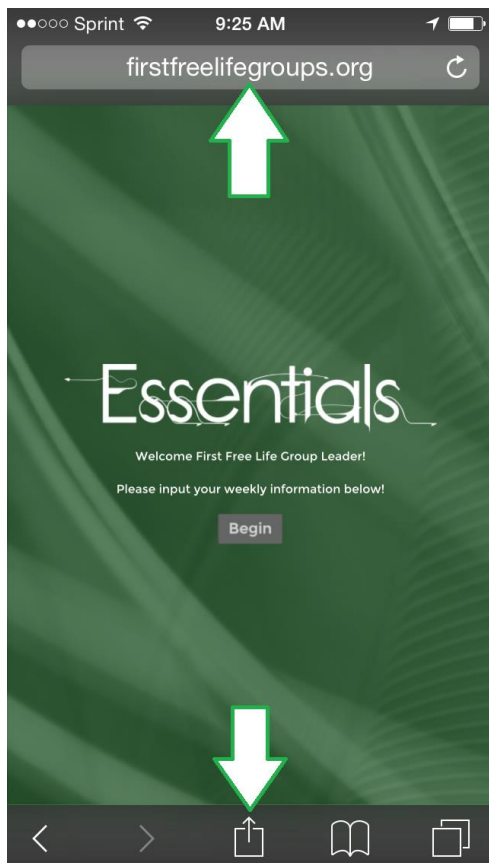
Essentials Life Group Check In

How to Create a Smart Phone Button

In case you'd like to have a button on your smart phone or tablet to access the Essentials page, here is how.

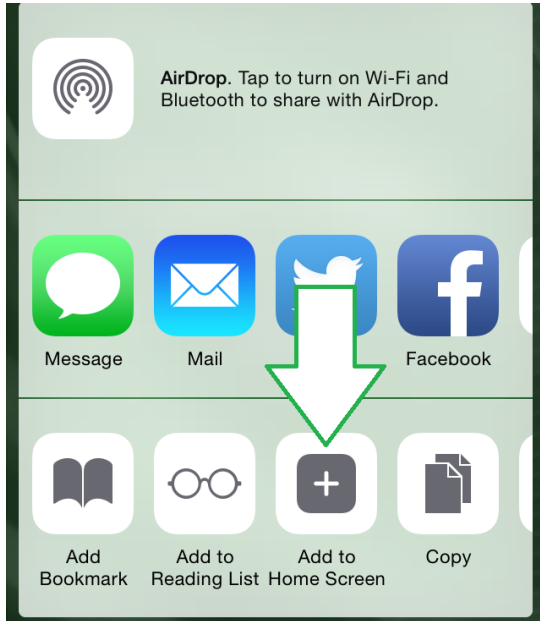


First open your "Safari" browser.

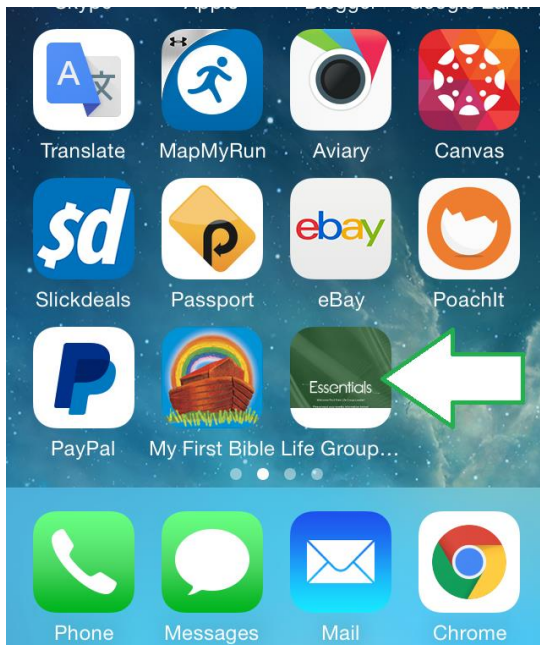


Now enter the web address:
www.firstfreelifegroups.org

Next click on the "share" button at the bottom of your screen.



Click the "Add to Home Screen" button.



You will now find your Life Group Check In Button on the phone.

If you need assistance or have problems, please contact Nat Crawford. Nat can be contacted via e-mail at ncrawford@firstfreelincoln.org and by phone 402.483.7635.