



Church Center App User Manual

Bethel Presbyterian Church



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App Installation & Set Up

1. Find the app store on your mobile device



For Apple users, visit the App Store

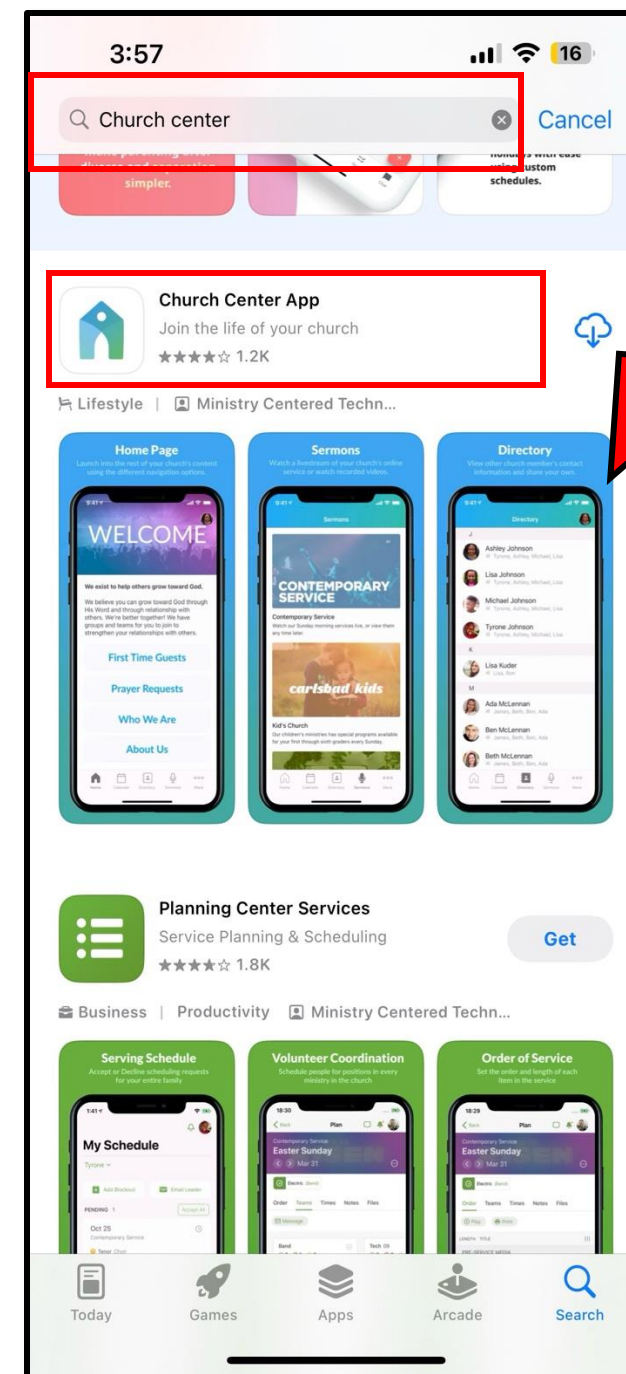
<https://apps.apple.com/us/app/church-center-app/id1357742931>



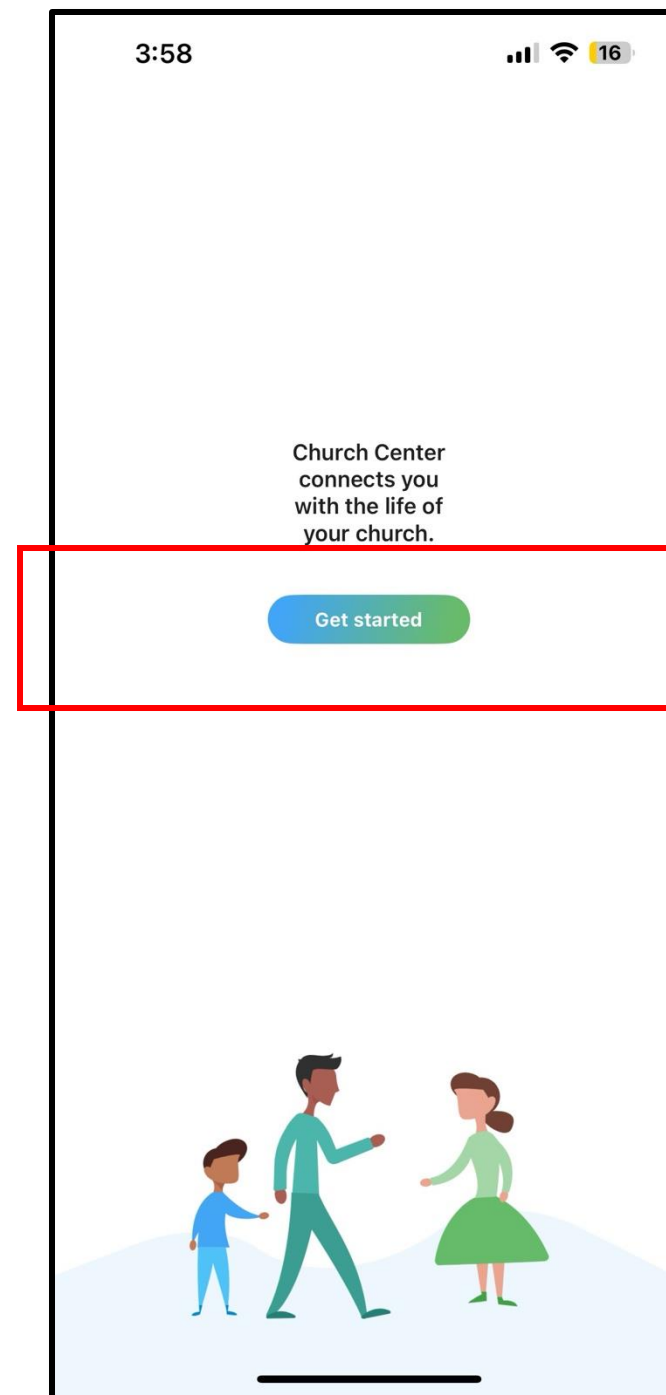
For Android users, visit the Google Play Store

https://play.google.com/store/apps/details?id=com.ministrycentered.churchcenter&hl=en_US&pli=1

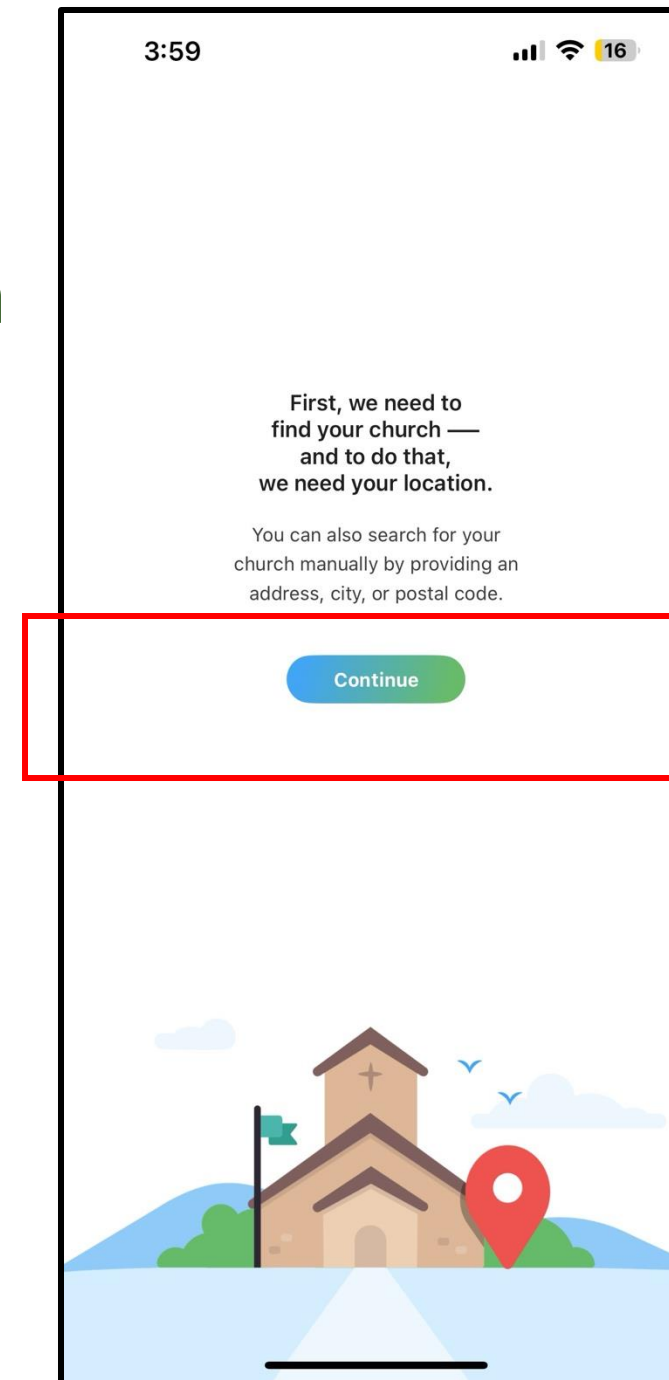
2. Search for "Church Center" & install the app



3. Open the app & click "Get started"

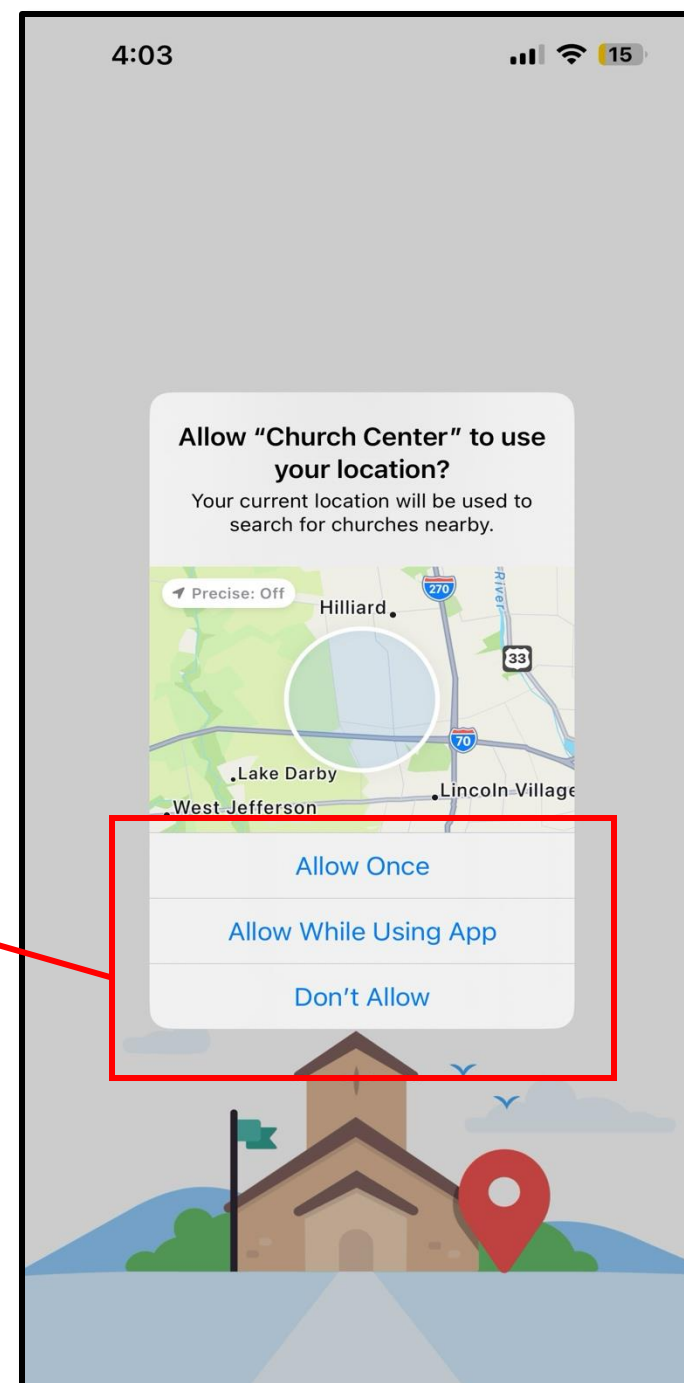


4. Click "Continue" to search for Bethel Presbyterian Church



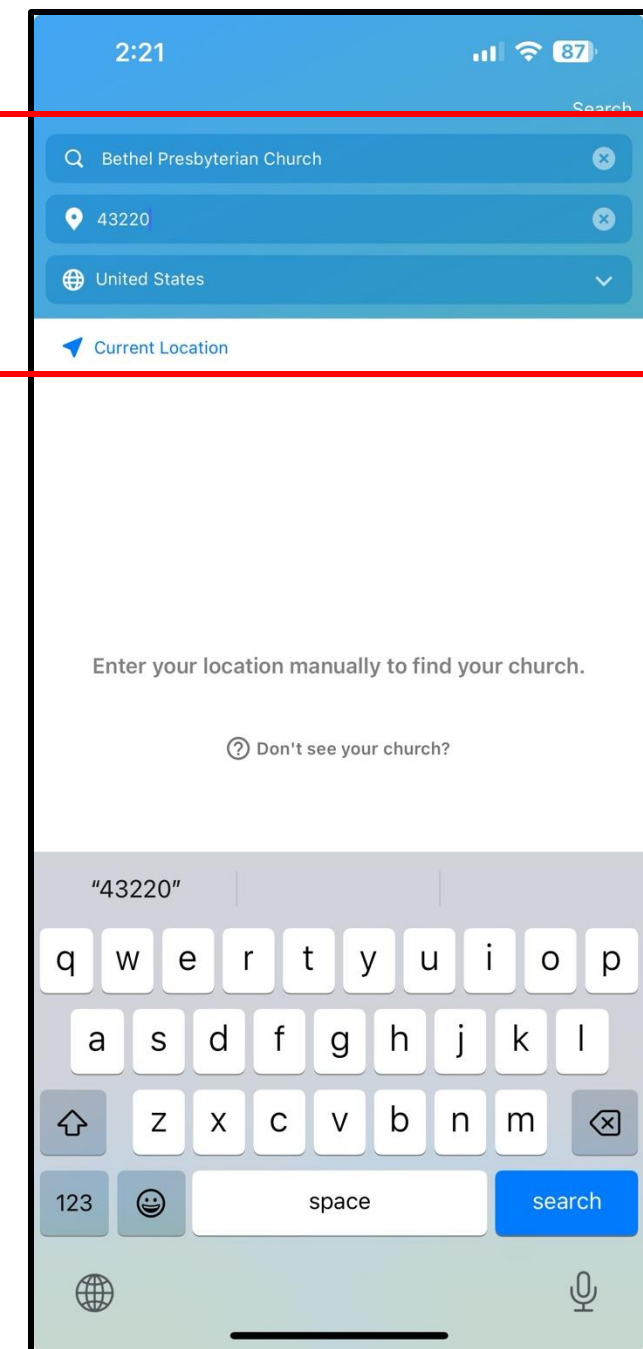
5.1 Search for Bethel Presbyterian Church, in one of two ways:

Allow the app to access your location based off your phone's location settings

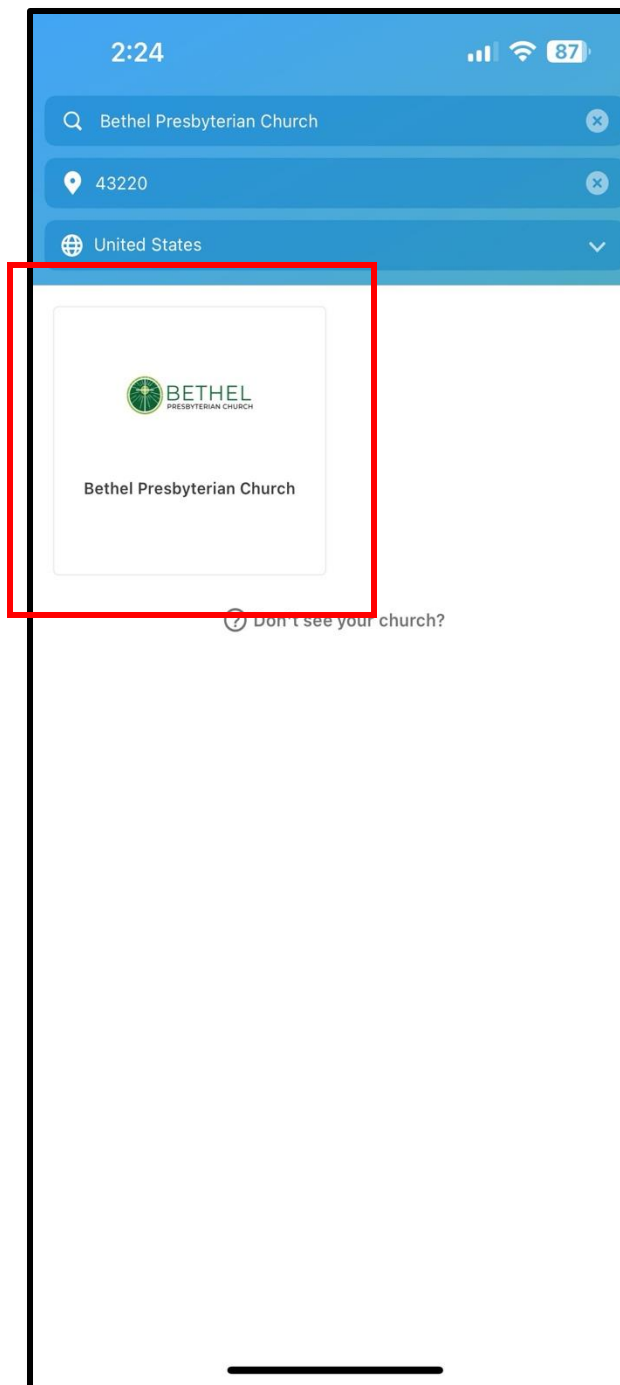
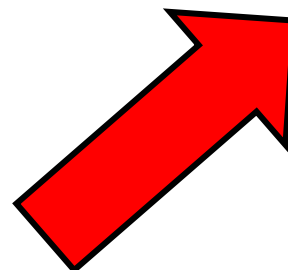


5.2 Search for Bethel Presbyterian Church, in one of two ways:

Or manually type in the church's name or zipcode

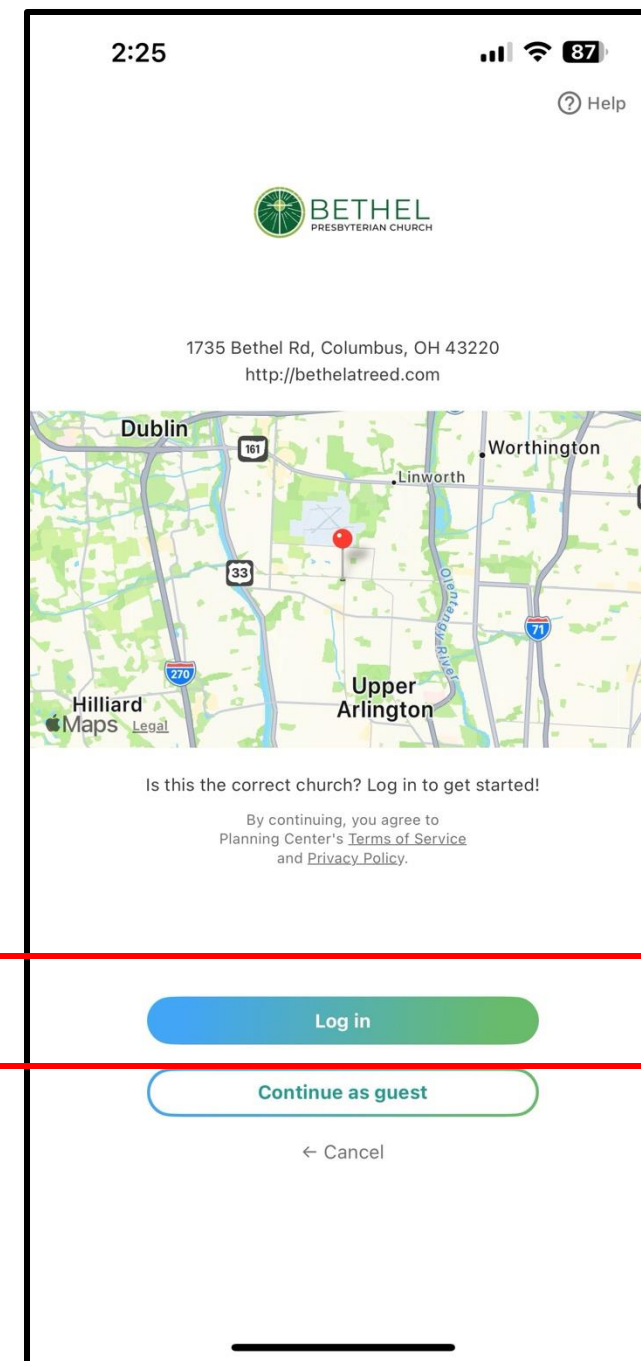
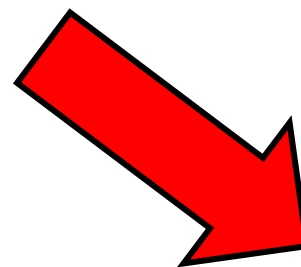


6. Tap the square that says "Bethel Presbyterian Church"



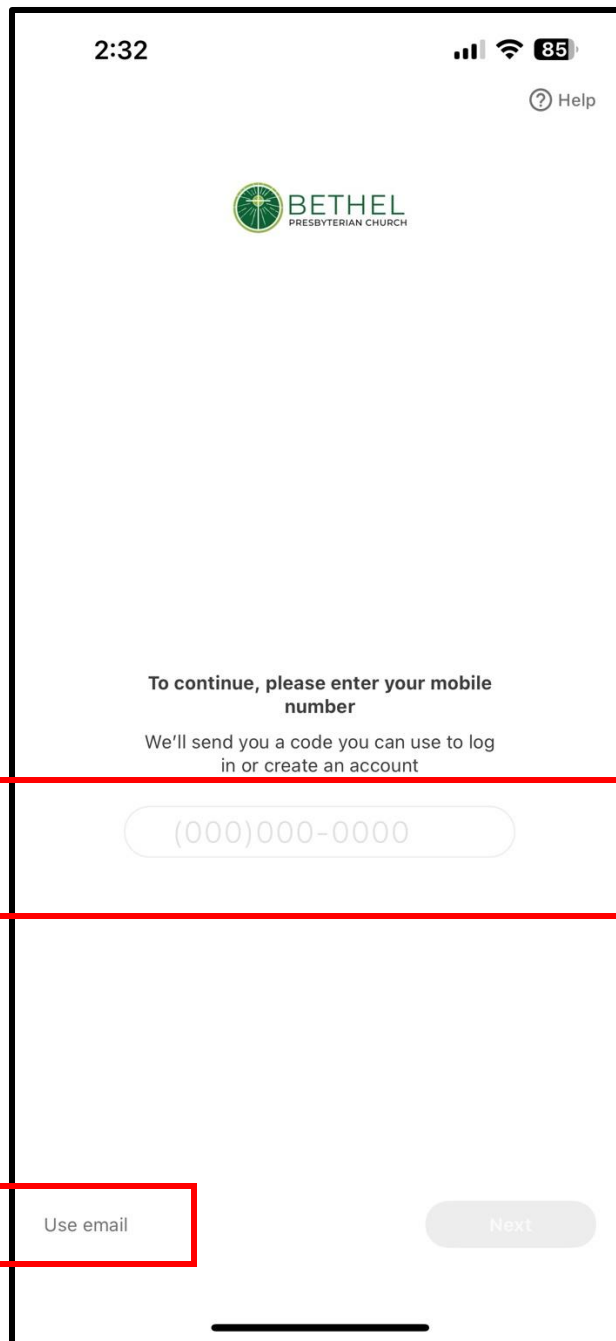
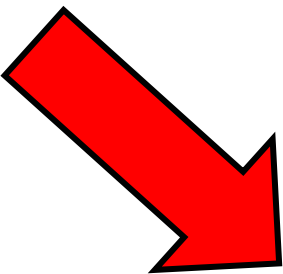
7. Tap "This is my church" or "Log in"

Note: If you have used Bethel's Church Center platform in some way before, it will say "Log in". If this is your first time creating an account, it will say "This is my church".



8.1 Enter your primary mobile phone number & type in the code you received

If you prefer to create your account with an email, tap "Use email".



2:32

Help

BETHEL
PRESBYTERIAN CHURCH

To continue, please enter your mobile number

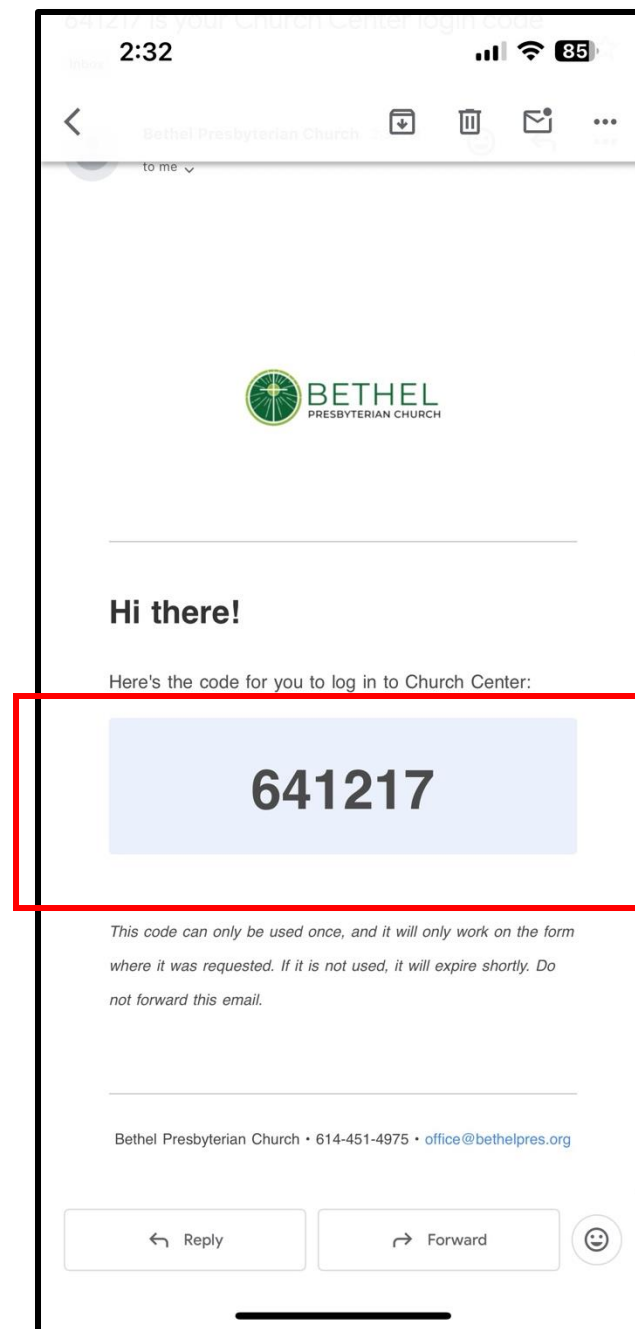
We'll send you a code you can use to log in or create an account

(000)000-0000

Use email

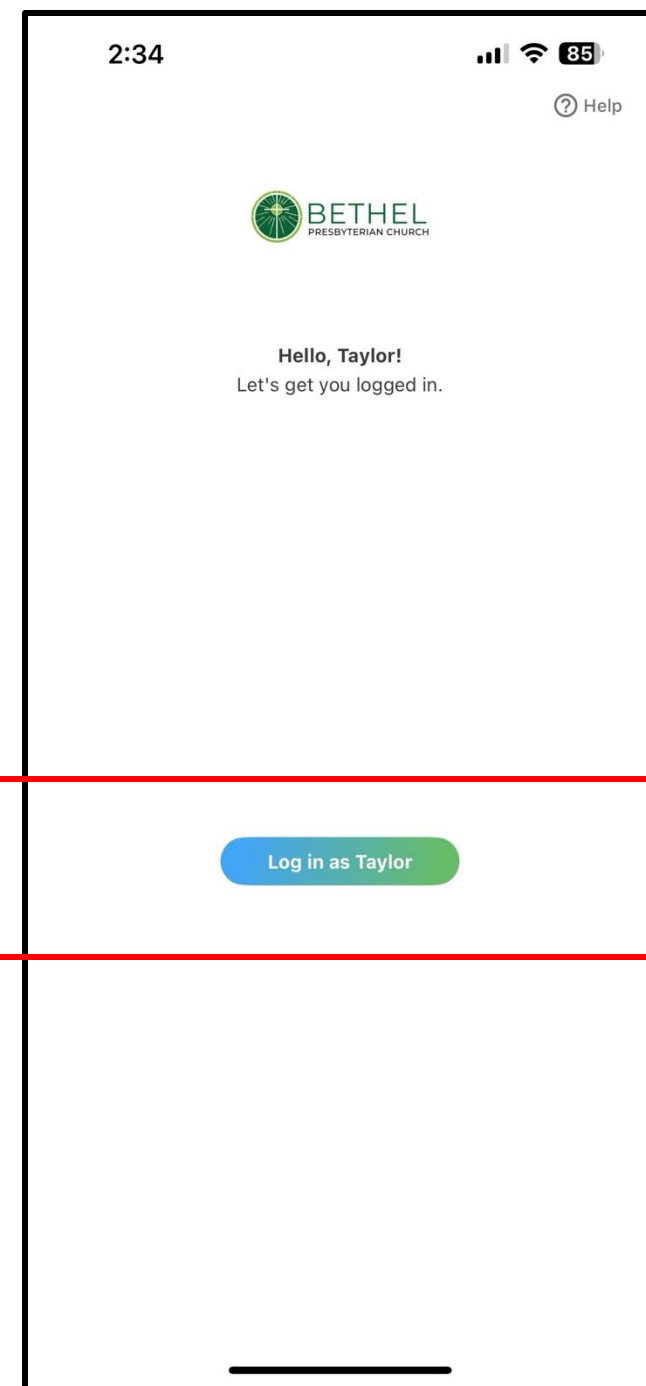
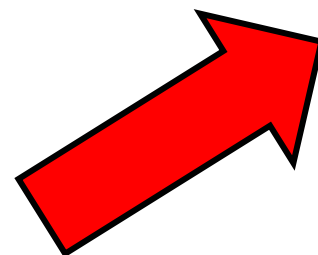
Next

8.2. If you tapped "Use email", you received the code you need to enter in your inbox

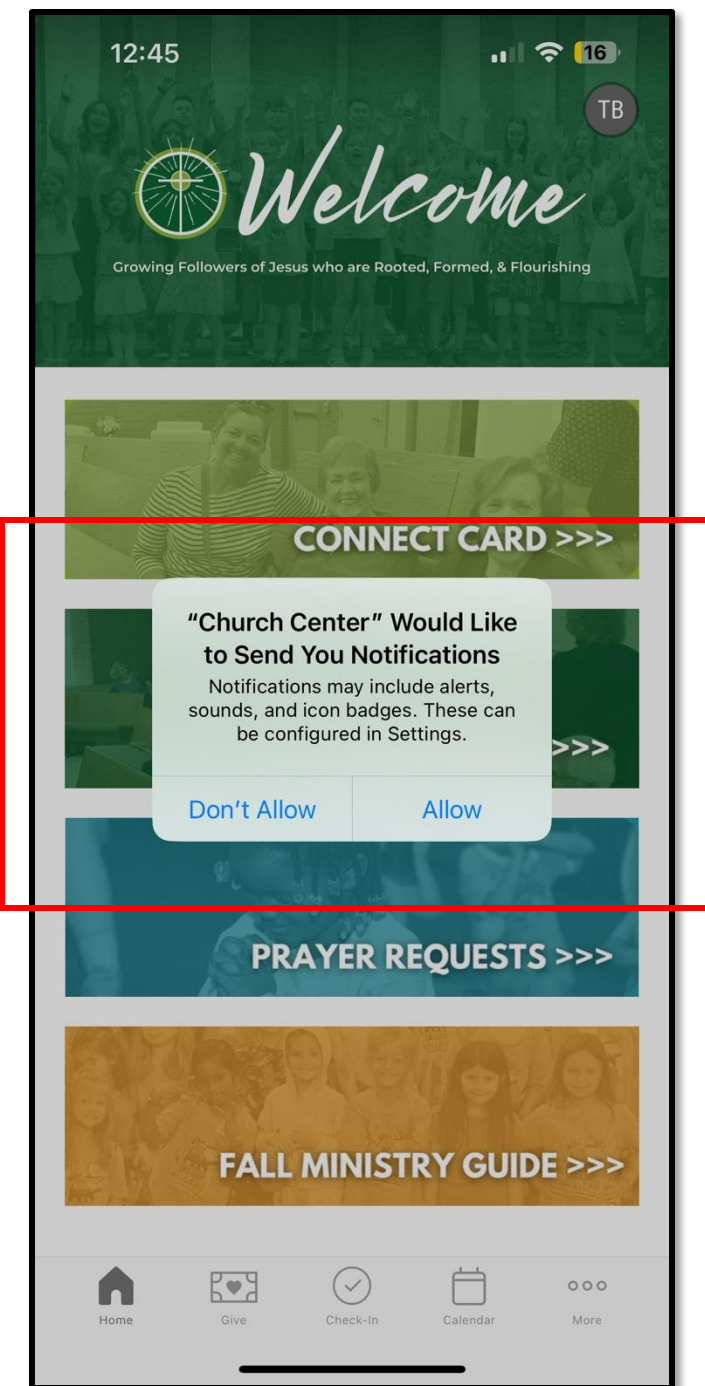
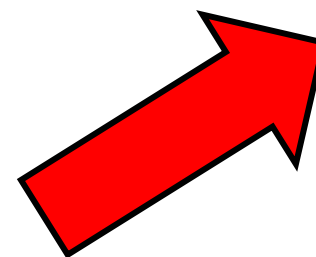


8. Enter your first and last name & tap "Let's go!"

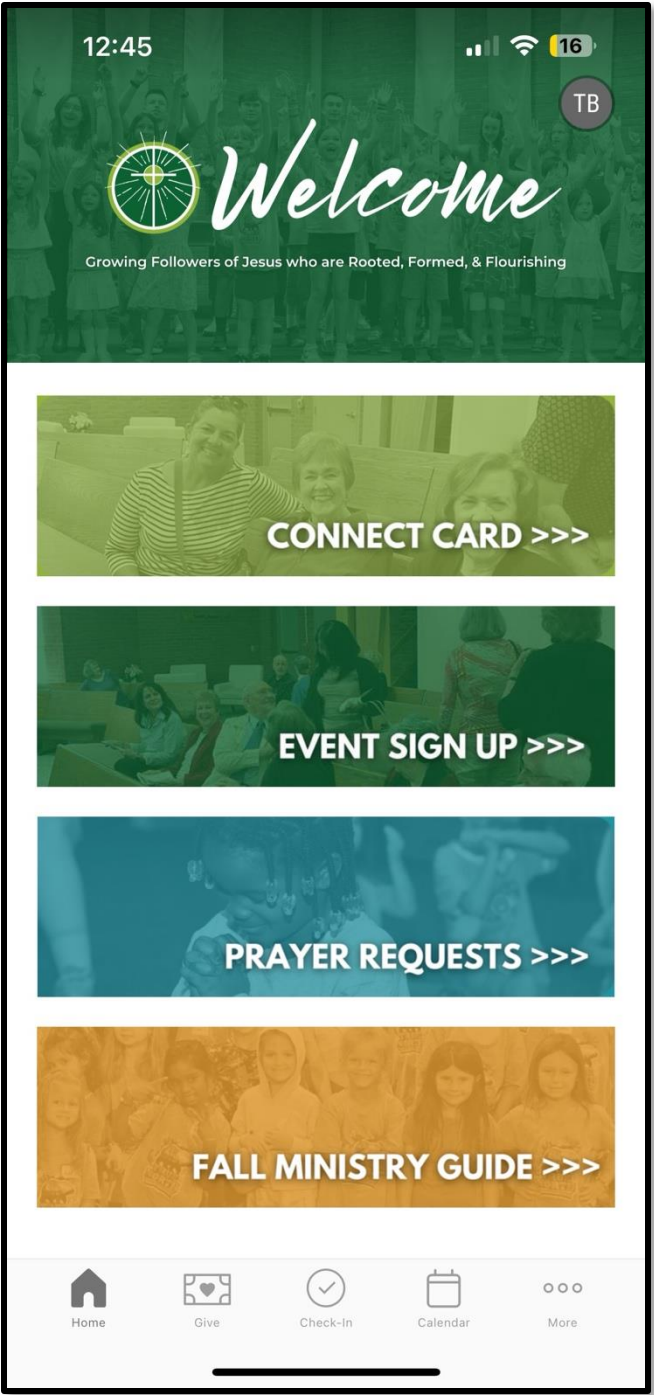
Note: If you have used Bethel's Church Center platform in some way before, it will say "Log in as". If this is your first time creating an account, it will say "Let's go!"



9. Let the app know if you do or do not want to receive notifications

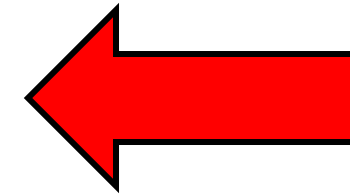
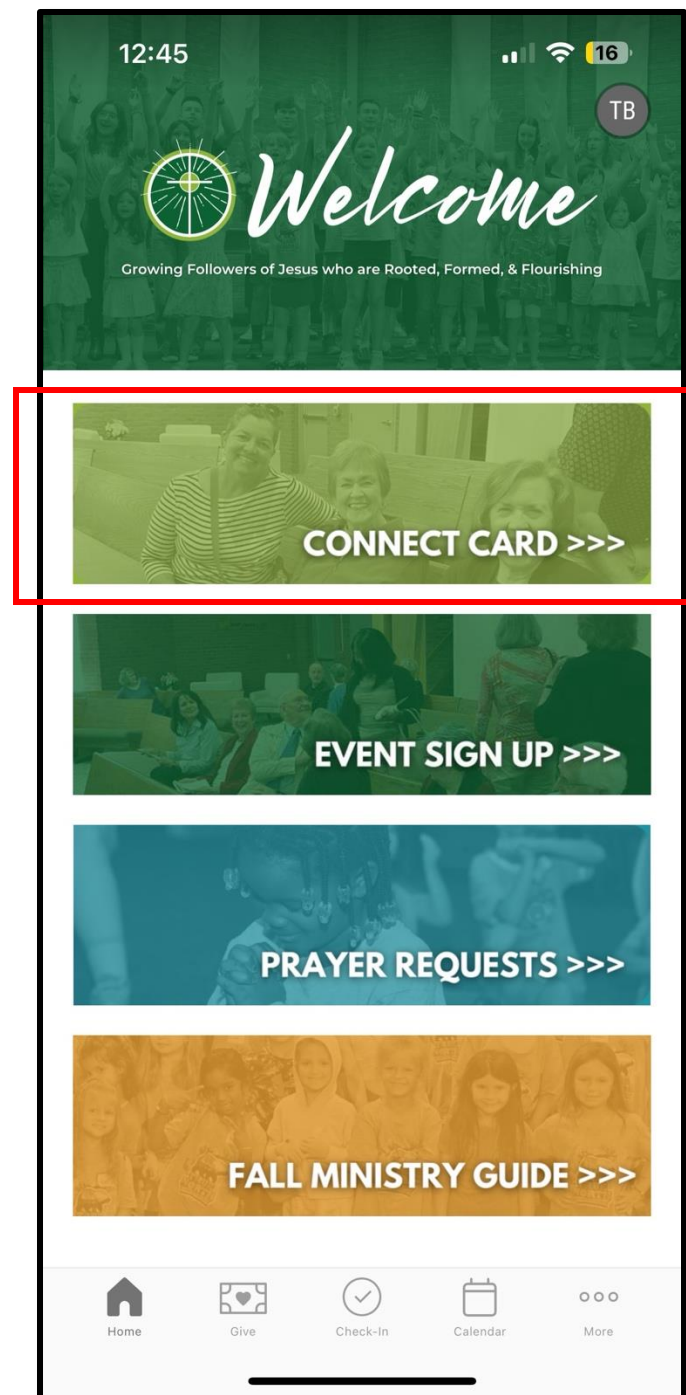


10. Welcome to Bethel Presbyterian Church on Church Center!



Using the Church Center App: Connect Card

1. To connect with us, tap "Connect Card"



This is the space where you can provide your contact information, specify what you're looking for, and share any comments so we can best connect with you!

1:16

13

<

Bethel Presbyterian Church

Phone number

Mobile

What is your preferred method of contact? *

Select...

How many times have you worshiped with us? *

Select...

How can we best serve you?

☐ I want to get connected (small group, classes, serving)

☐ I have questions (about faith, about Jesus, about the church)

☐ I am interested in membership at Bethel

☐ I would like to be added to "Bethel's Weekly News" email list

Comments/Specific Questions:

Submit

Home

Give

Check-In

Calendar

More

2. When finished, tap "Submit"

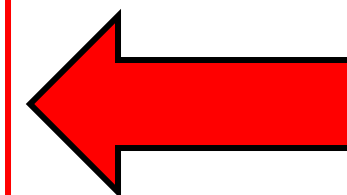
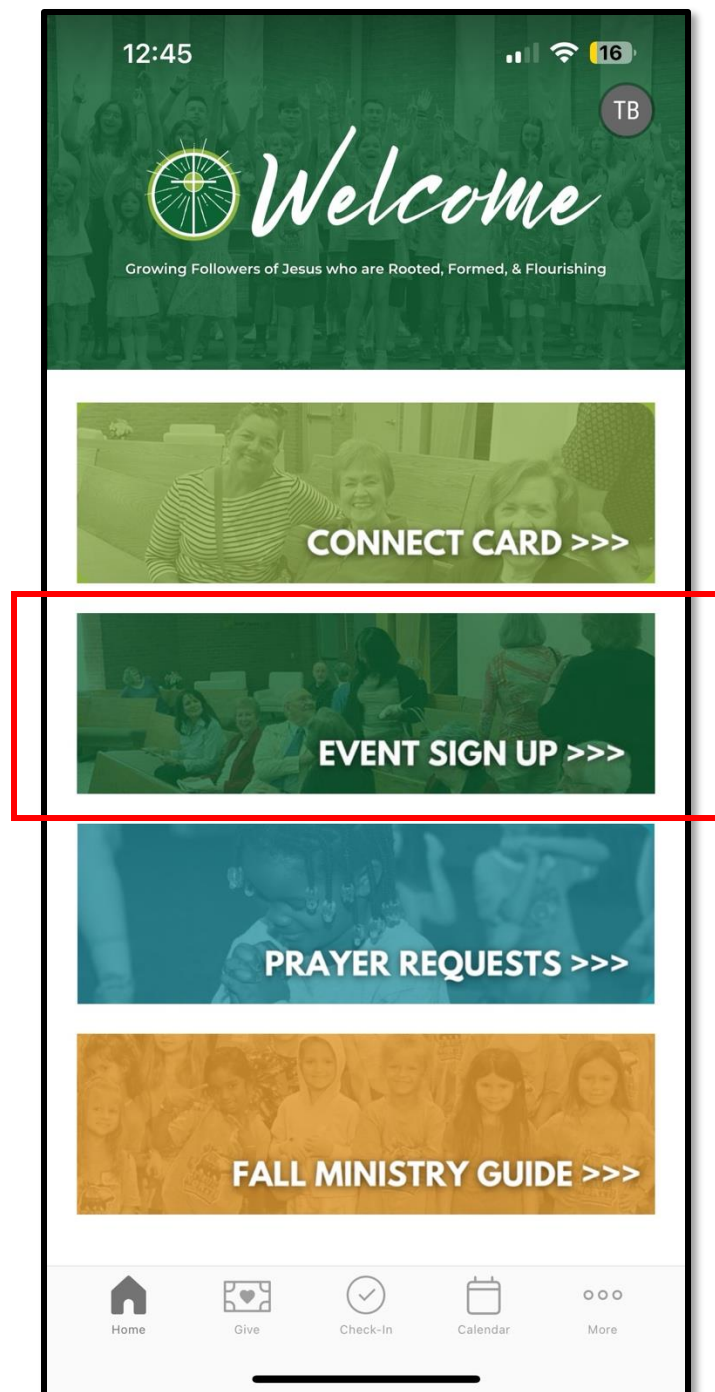
The screenshot shows a mobile app interface for a church. At the top, the status bar shows the time 1:16, signal strength, Wi-Fi, and battery at 13%. The app header is teal with a back arrow, the text "Bethel Presbyterian Church", and a share icon. The form contains the following sections:

- Phone number:** A dropdown menu currently set to "Mobile" and an empty text input field below it.
- What is your preferred method of contact? ***: A dropdown menu set to "Select..."
- How many times have you worshiped with us? ***: A dropdown menu set to "Select..."
- How can we best serve you?**: A list of four checkboxes:
 - ☐ I want to get connected (small group, classes, serving)
 - ☐ I have questions (about faith, about Jesus, about the church)
 - ☐ I am interested in membership at Bethel
 - ☐ I would like to be added to "Bethel's Weekly News" email list
- Comments/Specific Questions:**: An empty text input field.

At the bottom of the form is a blue "Submit" button, which is highlighted with a red rectangular box. A large red arrow points from the right side of the screen towards this button. The bottom of the app features a navigation bar with five icons: Home, Give, Check-In, Calendar, and More.

Using the Church Center App: Event Sign Up

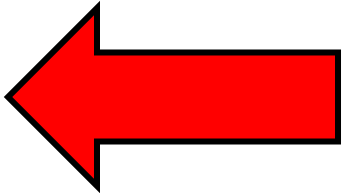
1. To register for different events, tap "Event Sign Up"



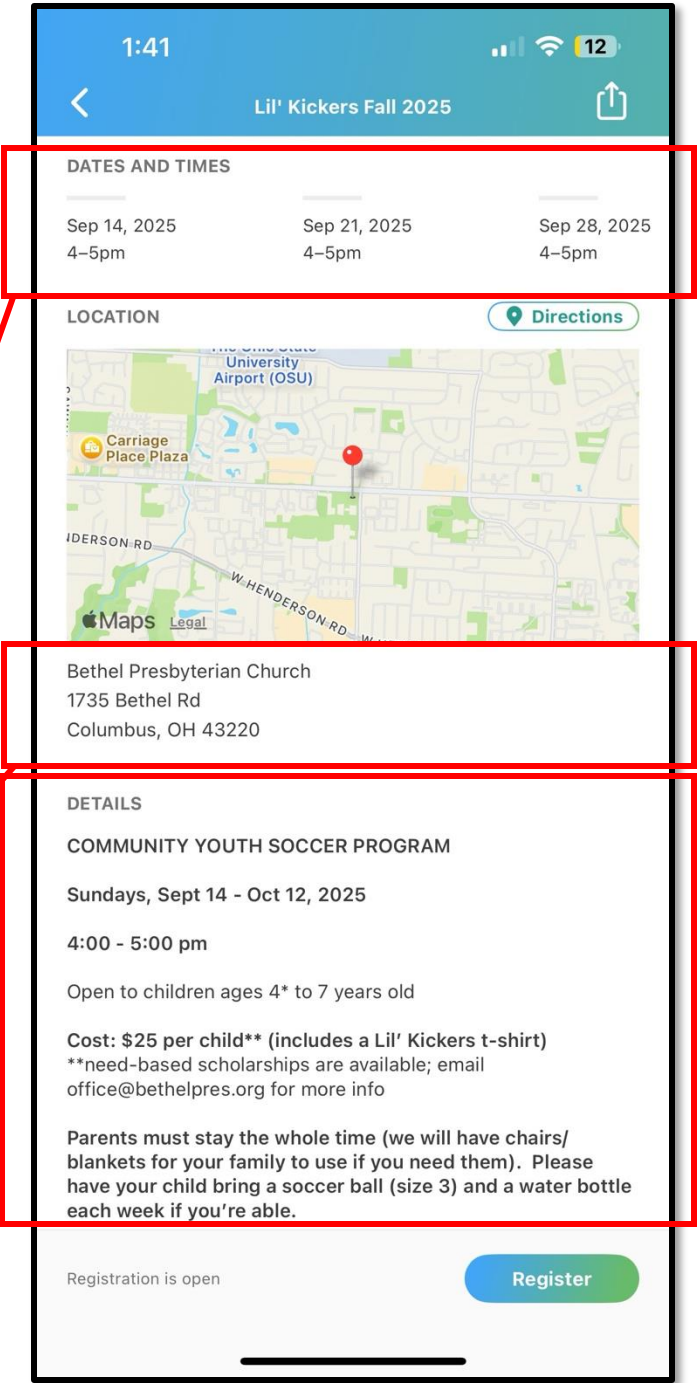
This page is where you can see all upcoming events that require a registration. Scroll to see all available events



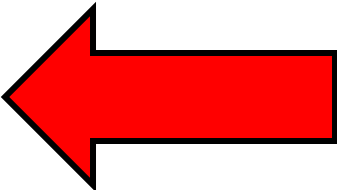
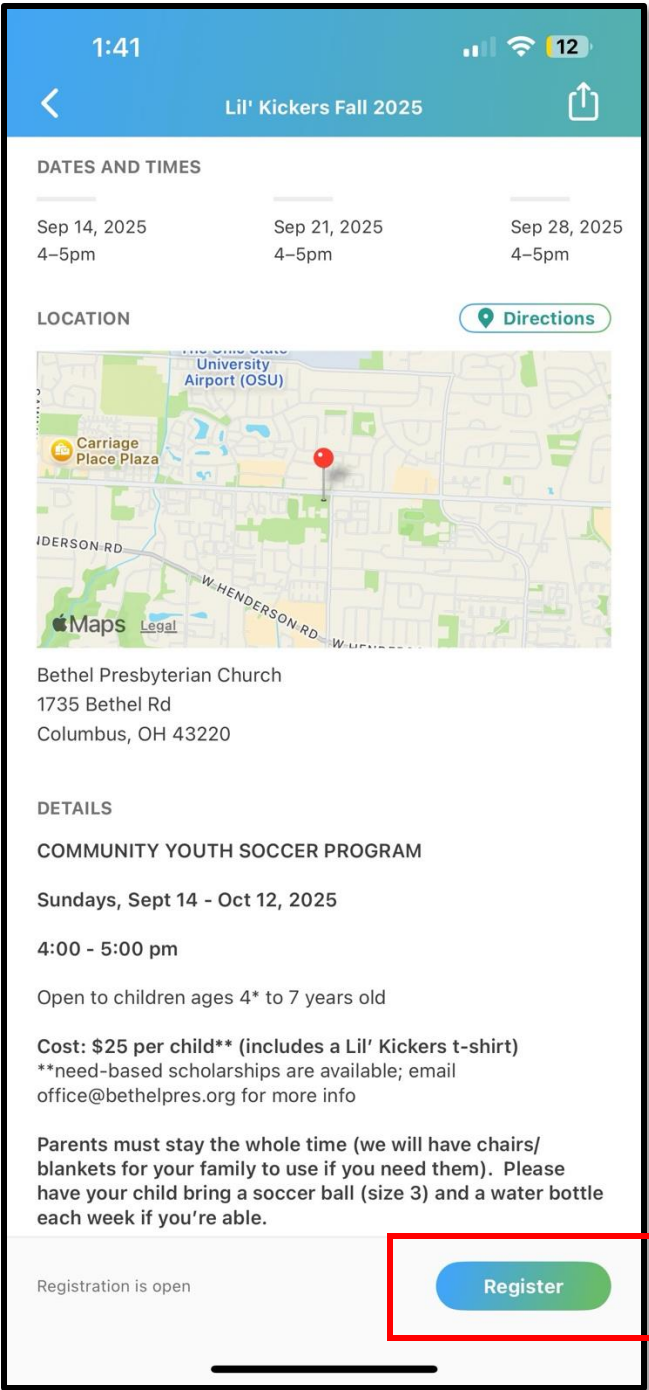
2. Tap the event you wish to register for



This is where you can see event-related information such as date & time, location, and any related details



3. To start your registration, tap "Register"



This is where you can provide any necessary information, such as number of attendees, contact information, names of attendees, and answer event-specific questions

2:21

<

Lil' Kickers Fall 2025

14:49

●

Selections

How many are you registering for?

Attendee(s)

4-7 years by Sep 14, 2025 •

10 available • \$25

-

1

+

Contact information

All correspondence for this registration will be sent to this person. If any of this information is incorrect, you can [update your profile](#) before or after you register.

TB

Taylor Bane

Email *

Next

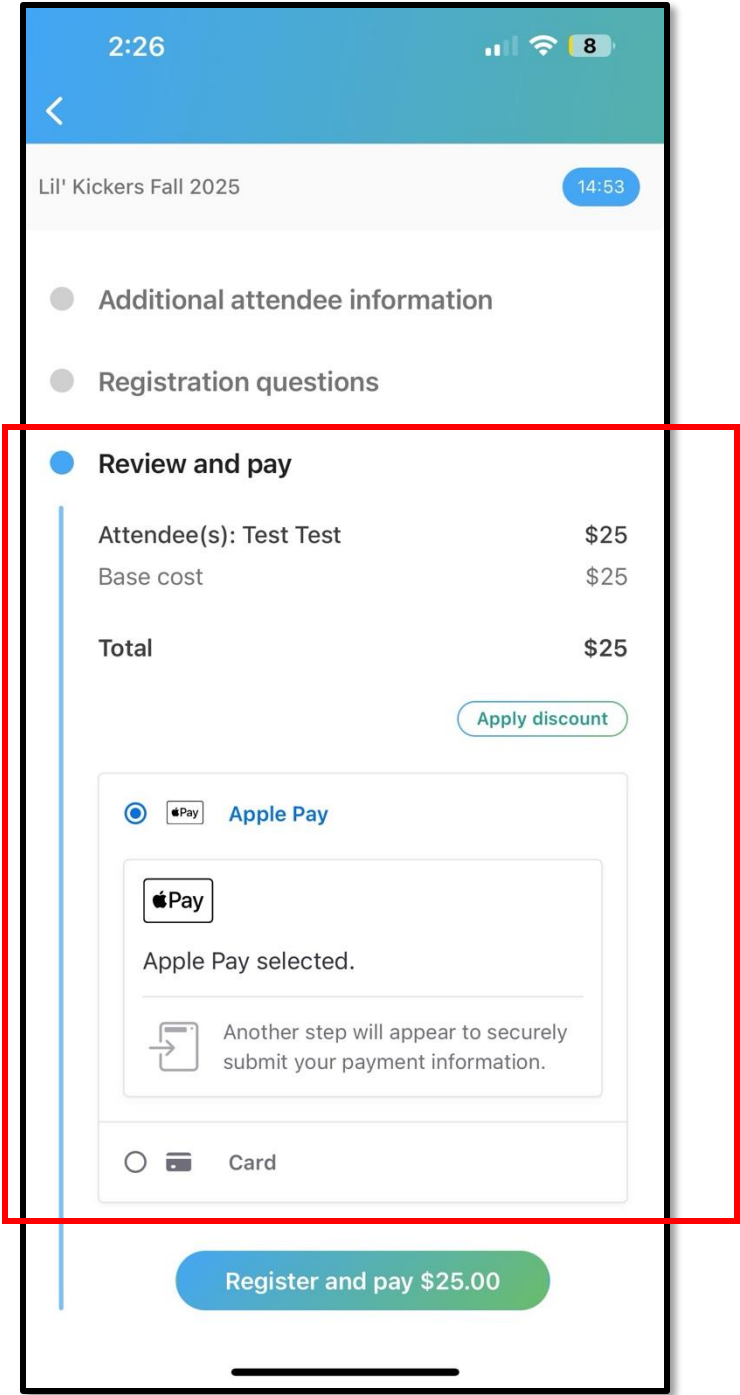
● Attendees

● Additional attendee information

● Registration questions

● Review

Note: The required registration questions may change depending on the specific event. If contact information is required, you will need to tap "Next" before moving on



If the registration requires payment, you'll see an additional section asking you to select payment method and review. It will then say "Register and pay" if applicable

4. Once complete, tap "Register"

2:26 14:53

Lil' Kickers Fall 2025

- Additional attendee information
- Registration questions
- Review and pay**

Attendee(s): Test Test	\$25
Base cost	\$25
Total	\$25

Apply discount

☒ Apple Pay **Apple Pay**

Apple Pay selected.

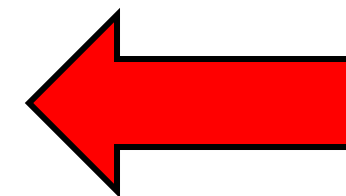
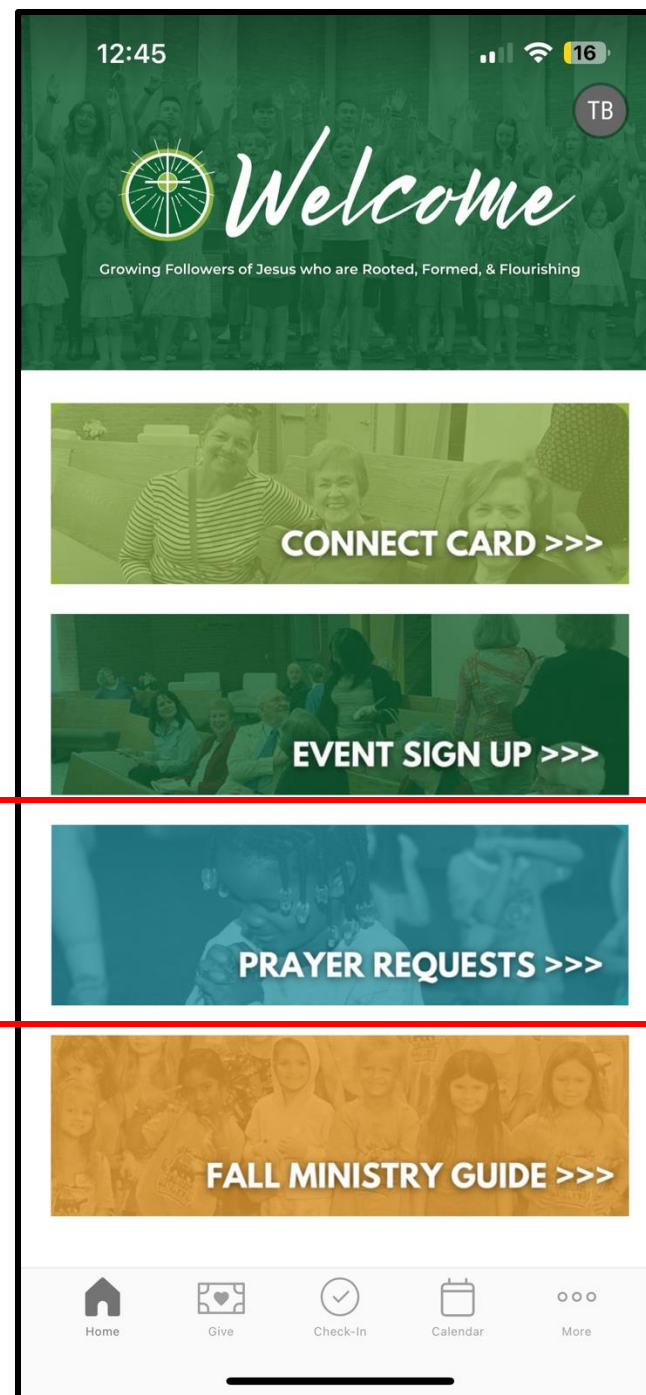
Another step will appear to securely submit your payment information.

☐ Card

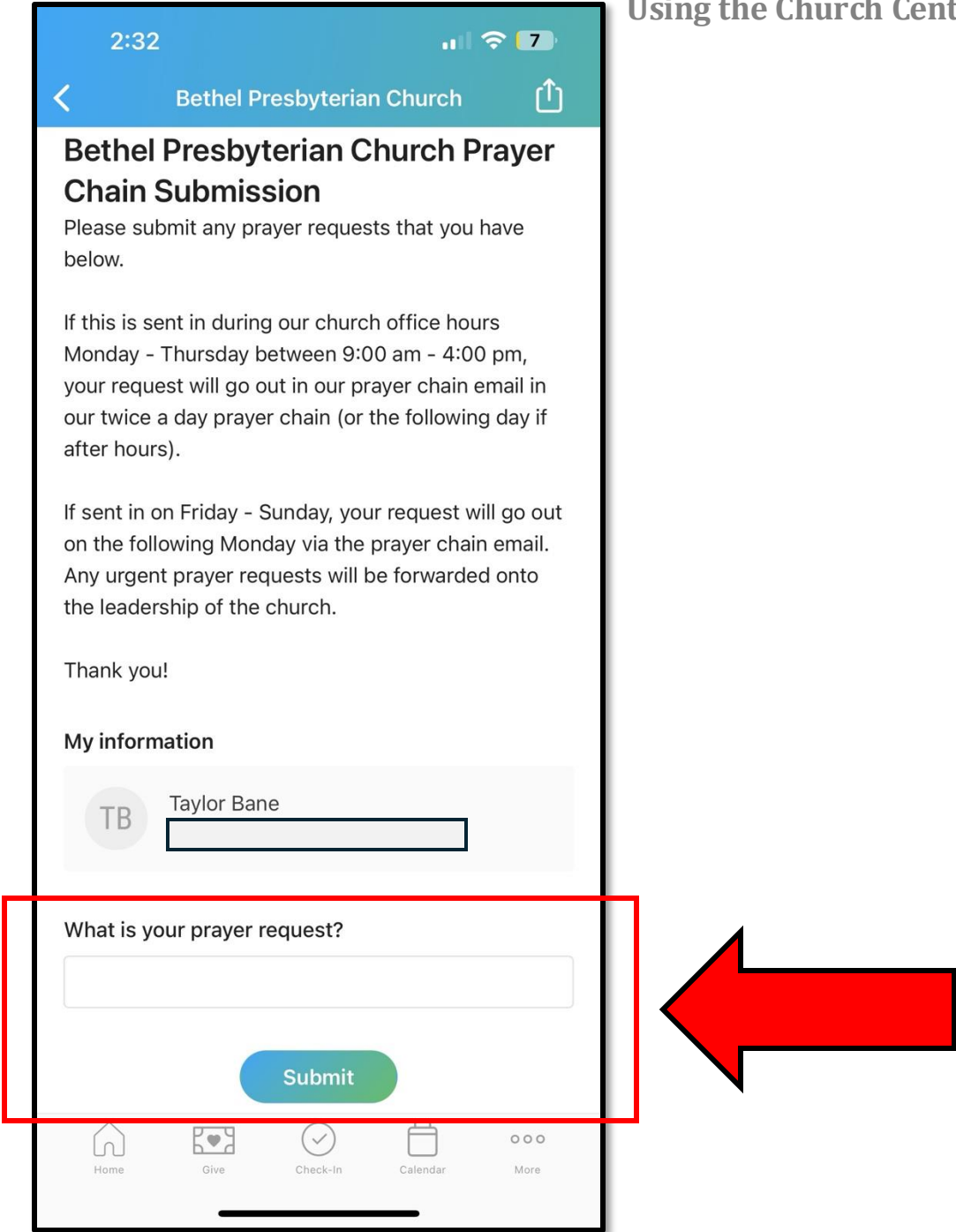
Register and pay \$25.00

Using the Church Center App: Prayer Requests

1. To submit a prayer for our prayer chain, tap "Prayer Requests"

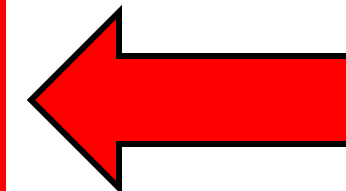
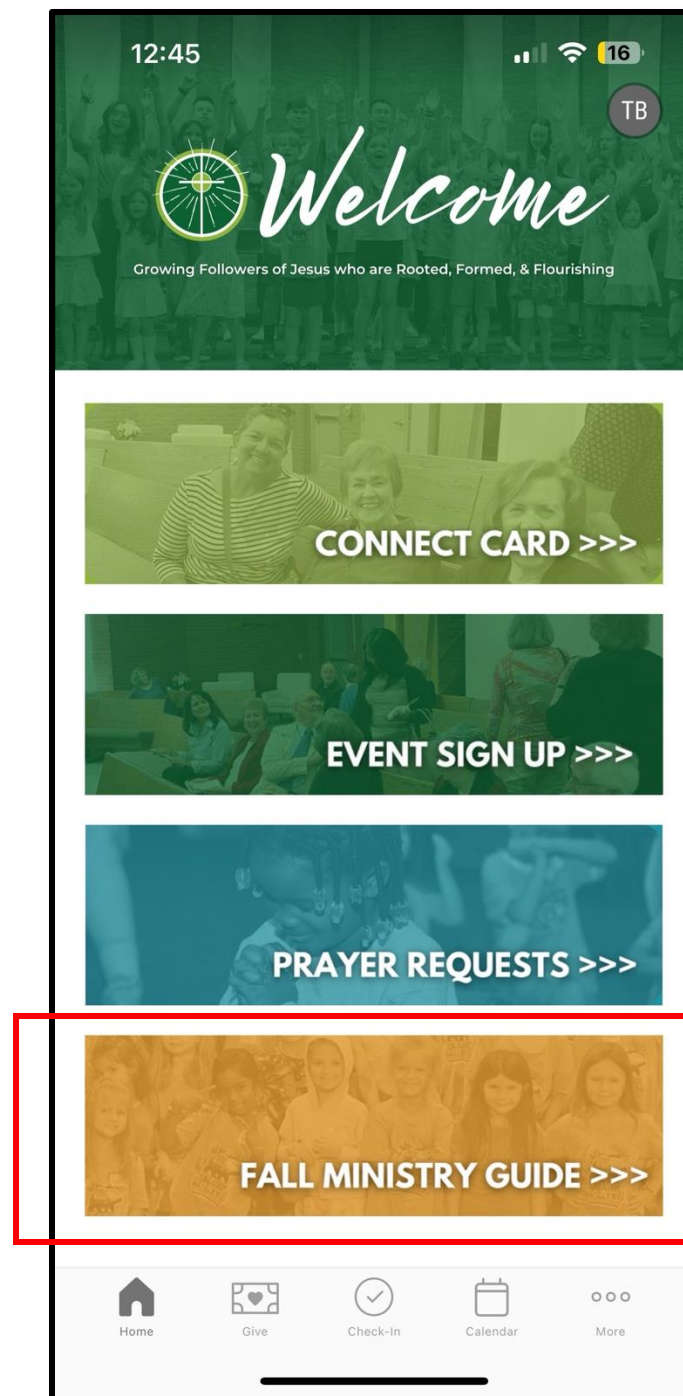


2. Enter your request in the field provided, then tap "Submit"

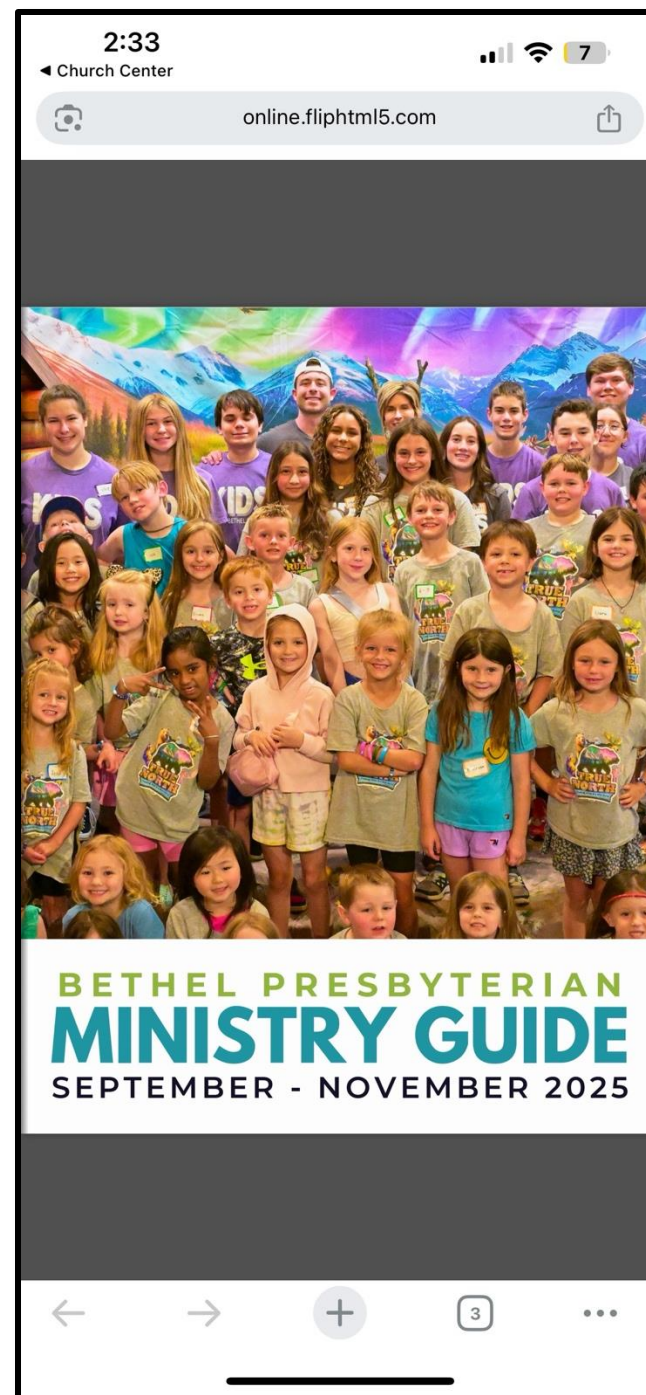


Using the Church Center App: Ministry Guide

1. To view the most current edition of the quarterly Ministry Guide, tap the appropriate section

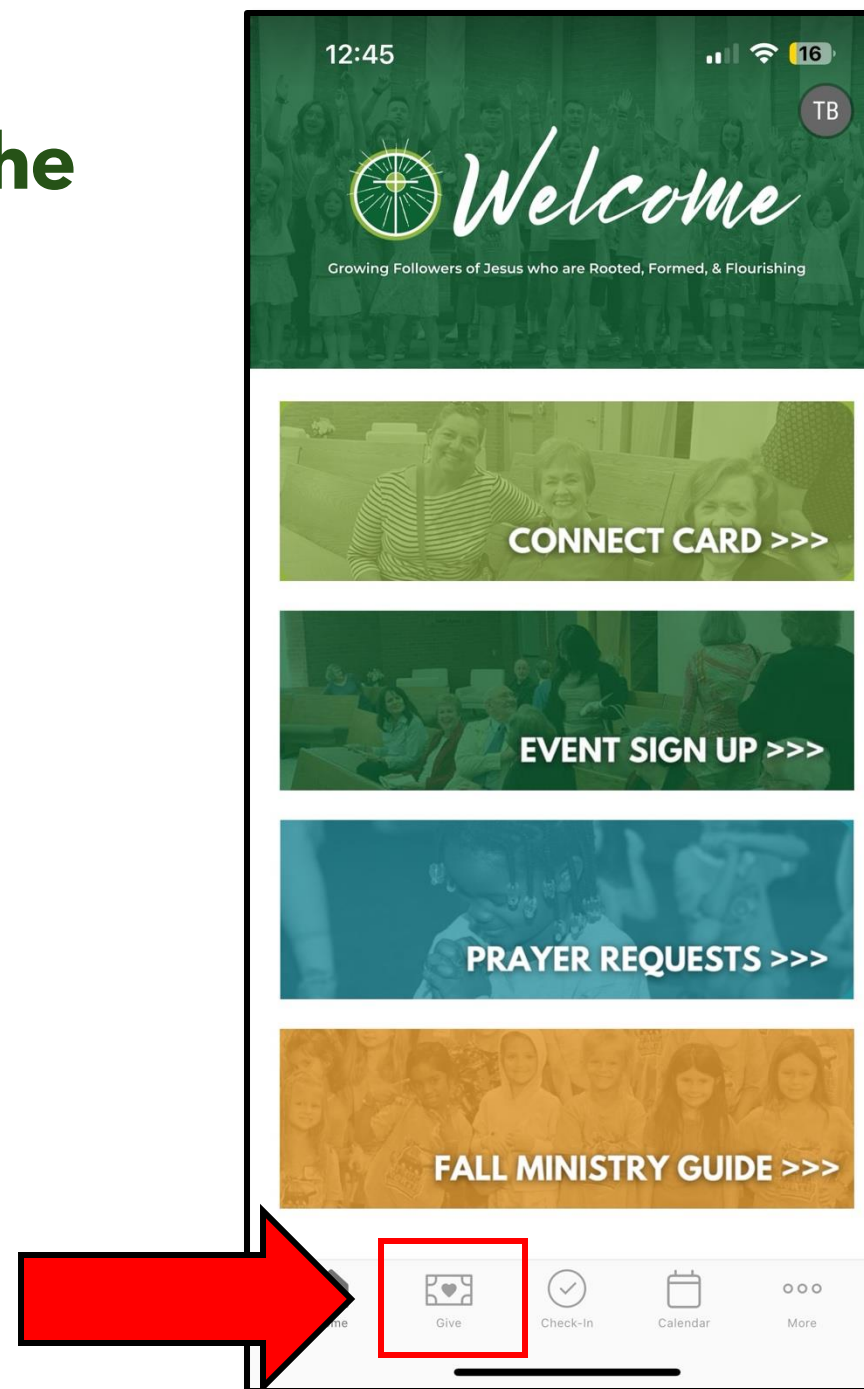


2. You'll be redirected to the mobile webpage to view the digital Ministry Guide

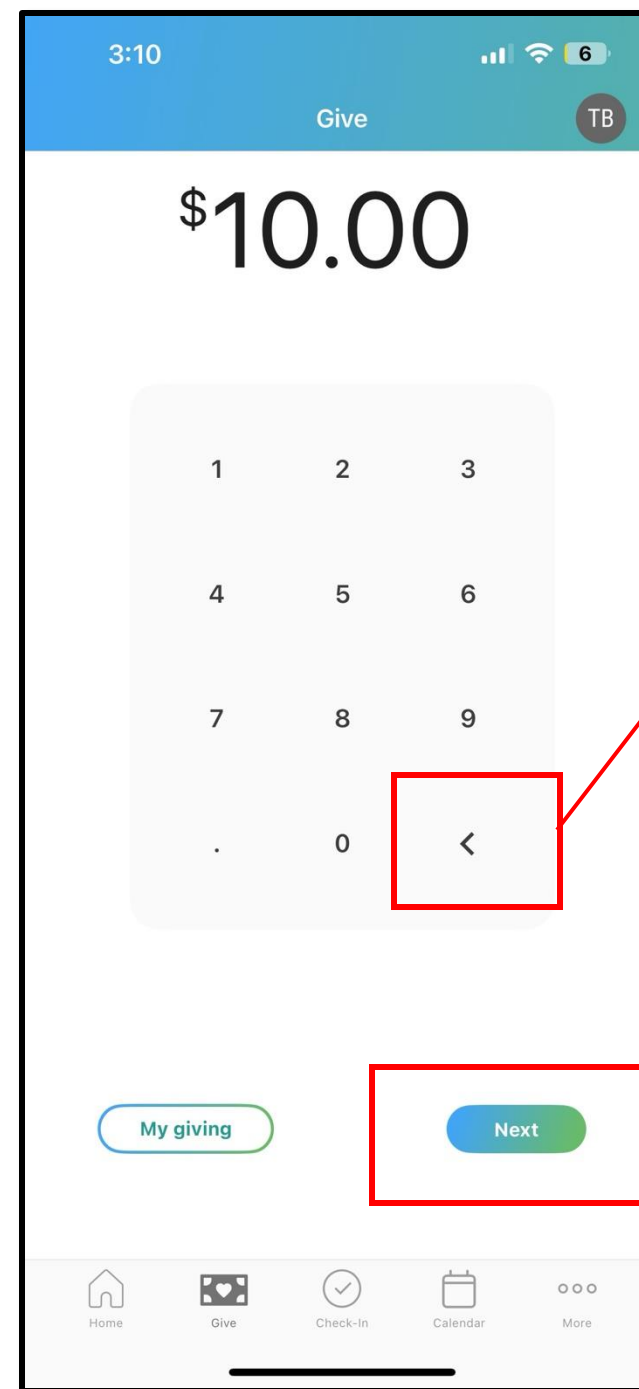


Using the Church Center App: Giving

1. To access giving, tap the "Give" button

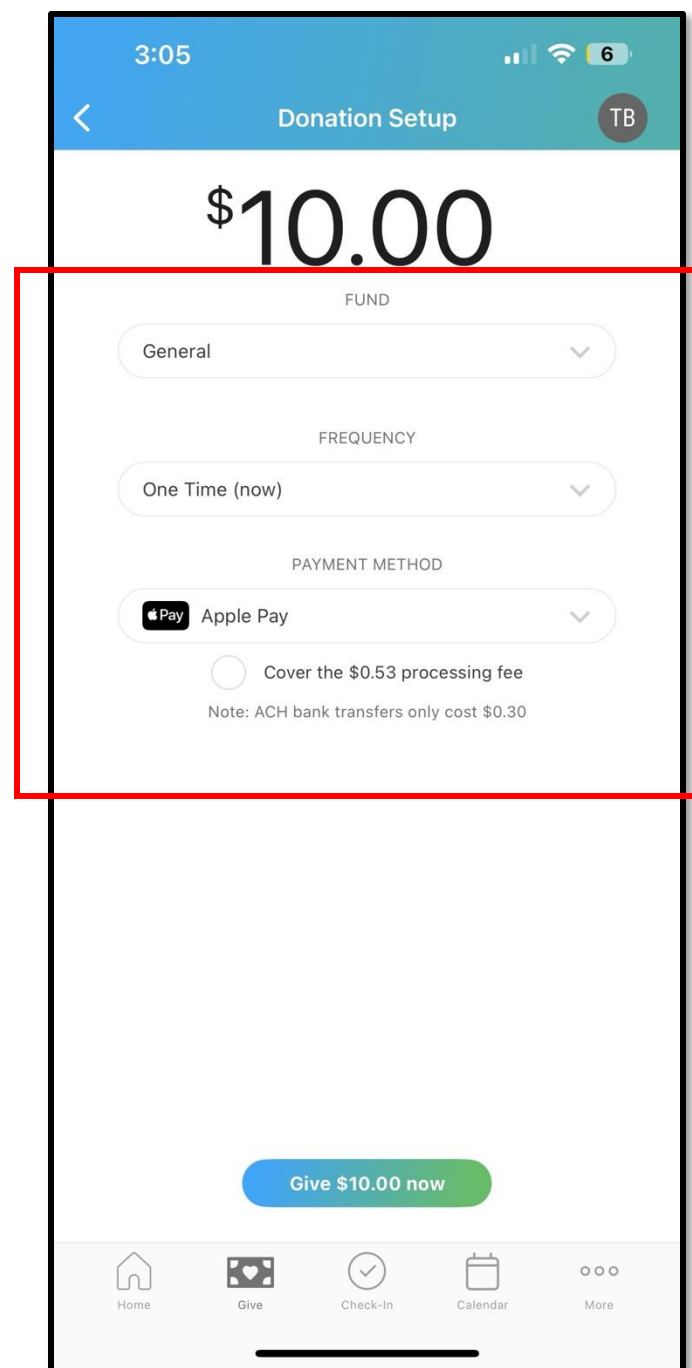


2. Enter the amount you'd like to give, then tap "Next"

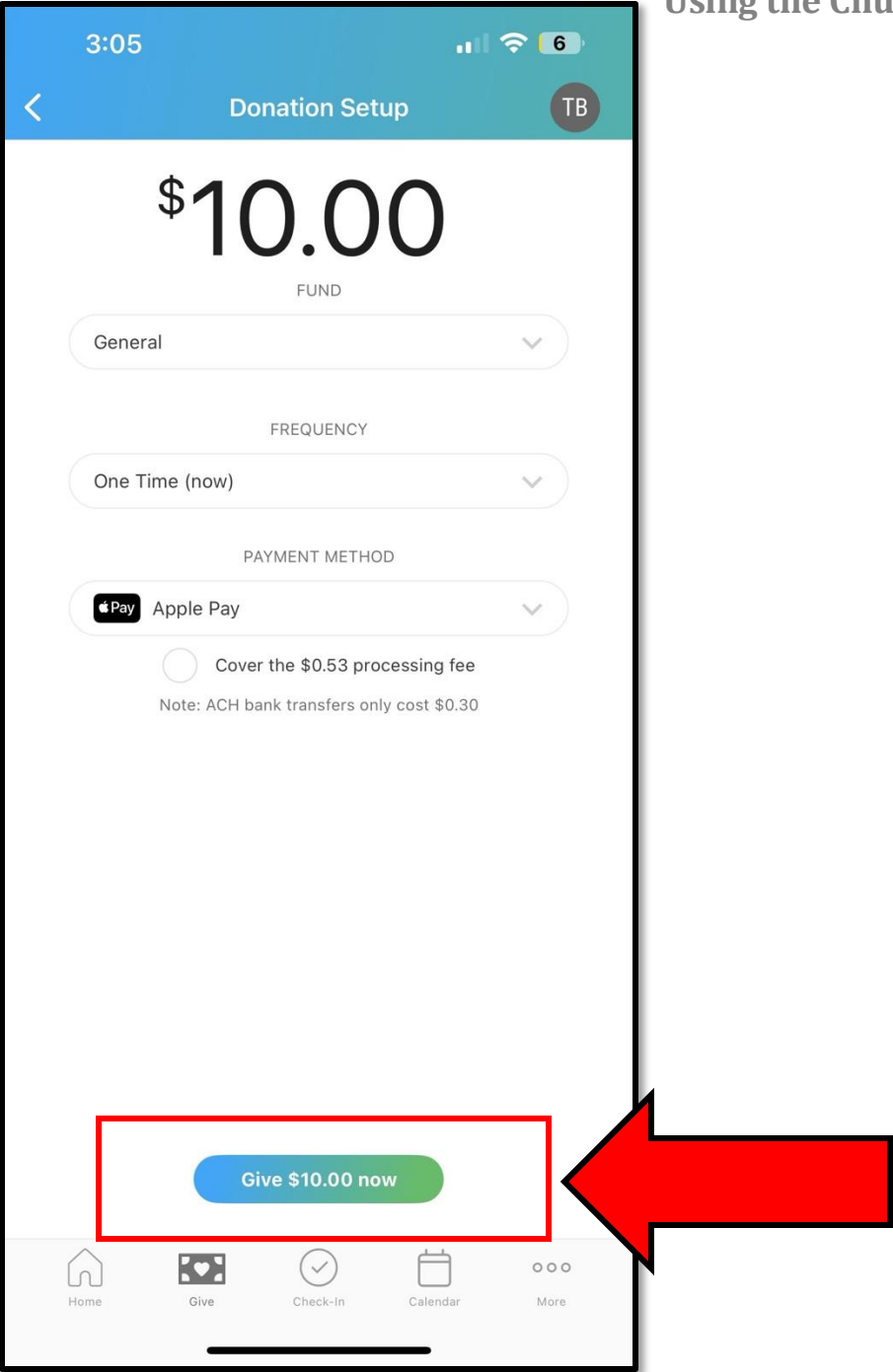


To delete the amount you've entered, tap the delete button

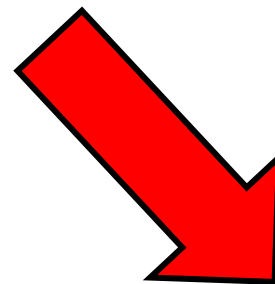
3. Adjust the "Fund", "Frequency", & "Payment Method" according to your preferences by tapping the appropriate drop down menus



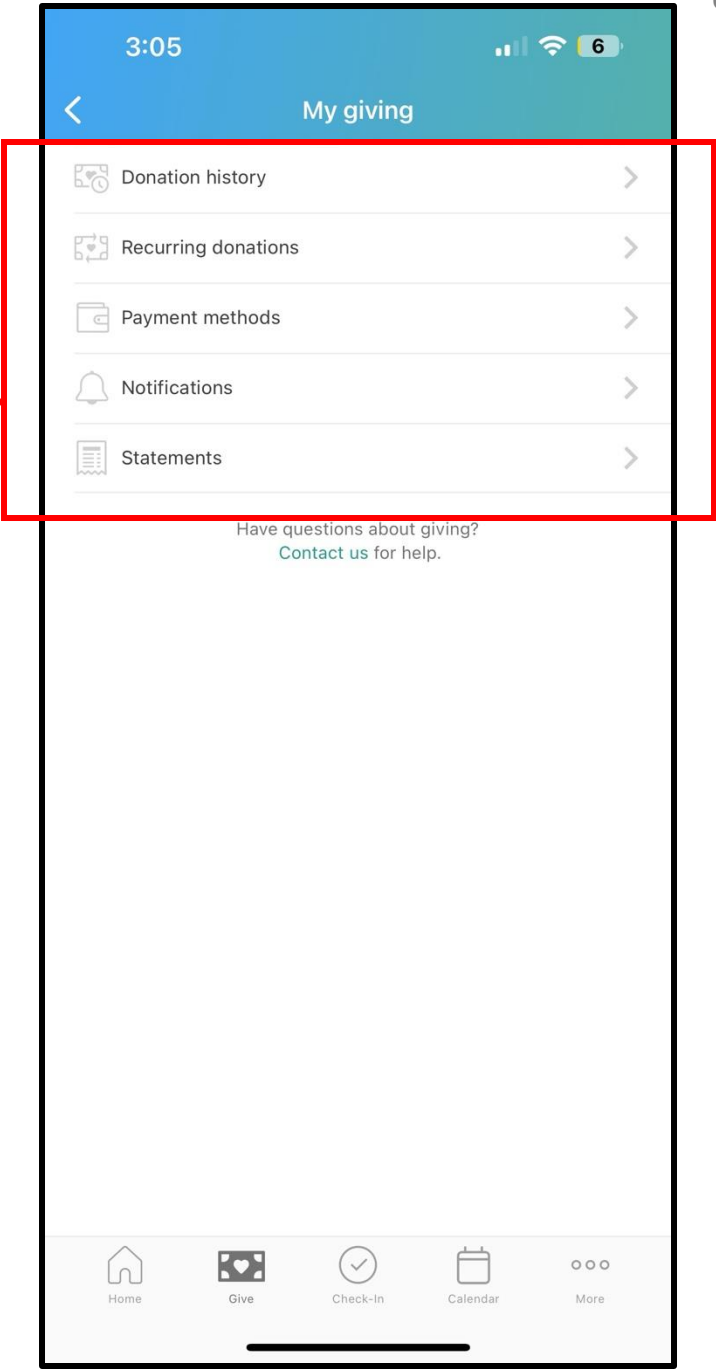
4. Tap "Give [the amount] now"



5. To see your giving history, tap "My giving"

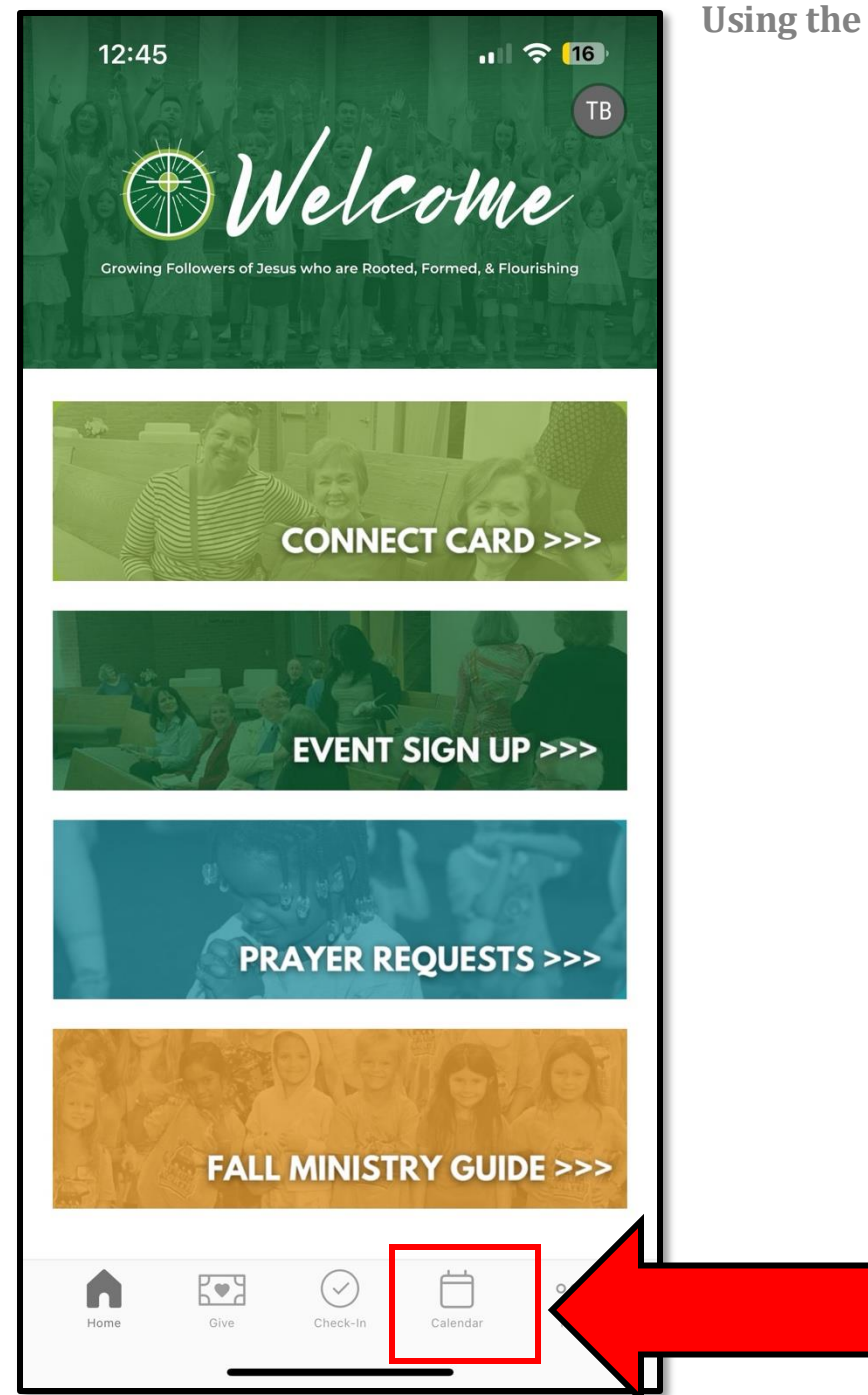


This is where you can access your donation history, change your payment methods, set up recurrent giving, and view your giving statements

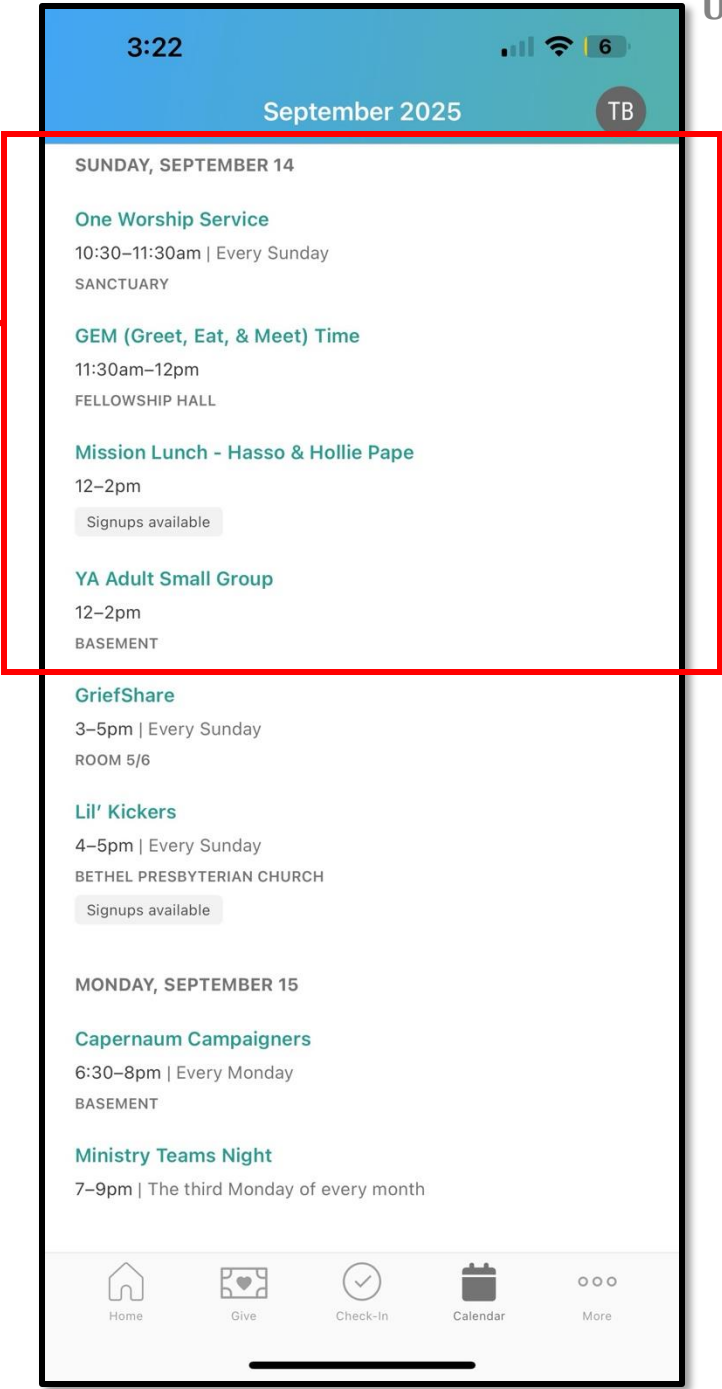


Using the Church Center App: Calendar

1. To view the calendar, tap the "Calendar" button



This is where you can see events listed on the church calendar, as well as any available details such as time, location, frequency, and if a signup is required. To find more information, tap the specific event

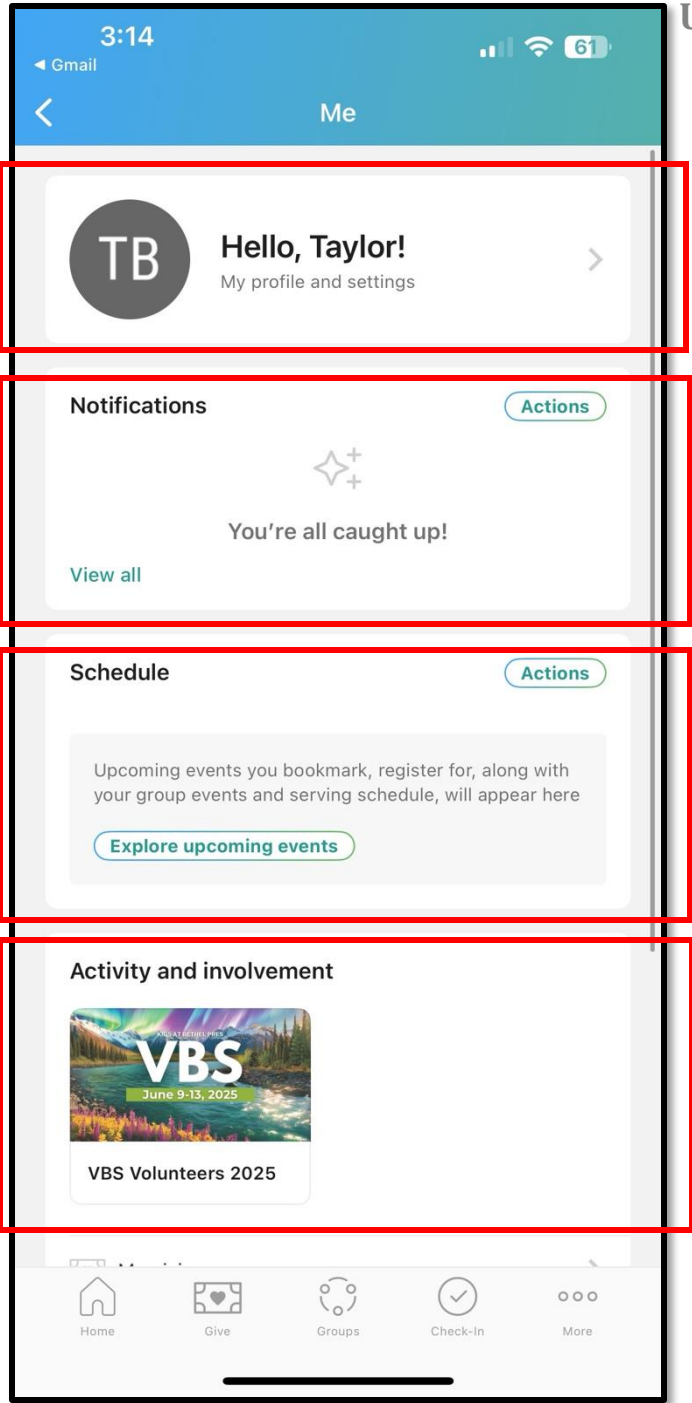


Using the Church Center App: Your Profile

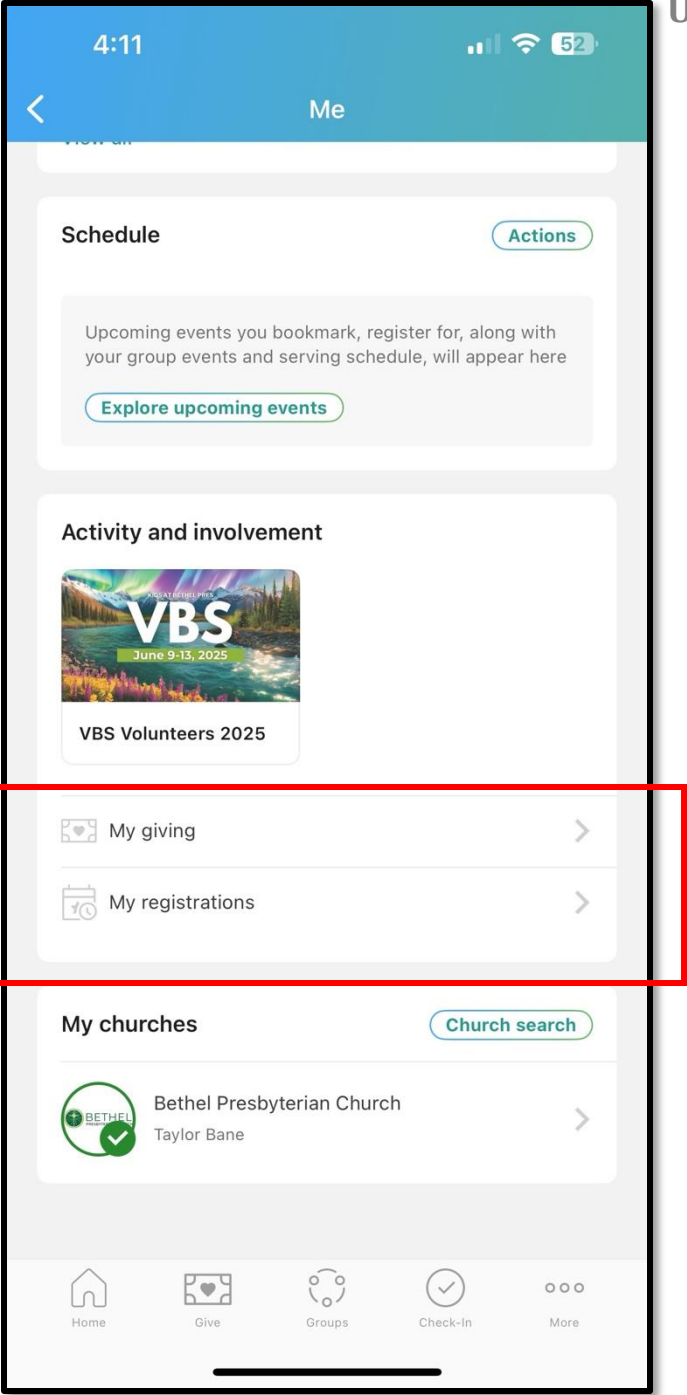
1. To view your profile, tap the circle with your initials in the top-right corner of your screen



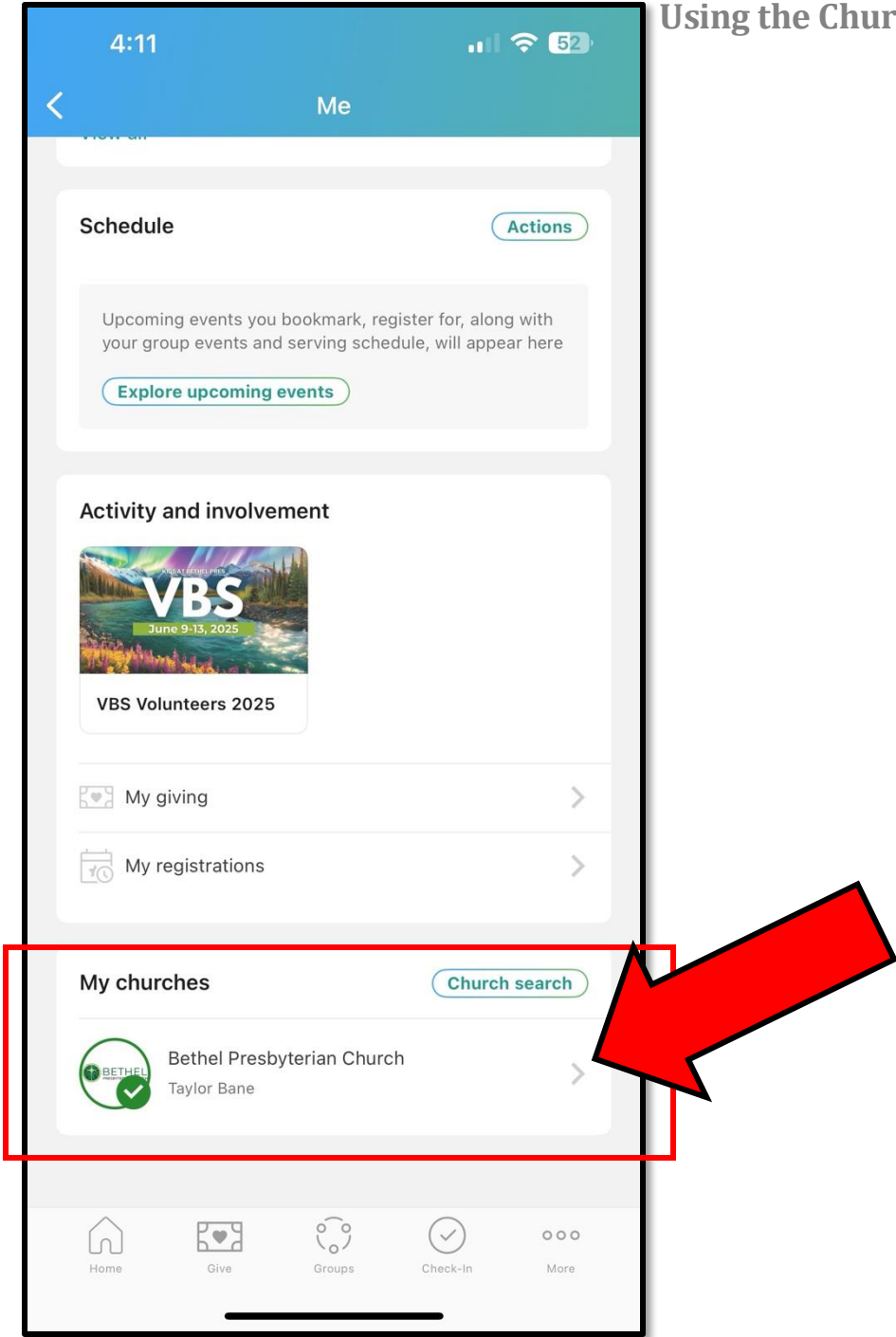
This is where you can view your profile settings, any notifications, events that you've signed up for, an upcoming serving schedule, & any activities you're involved in



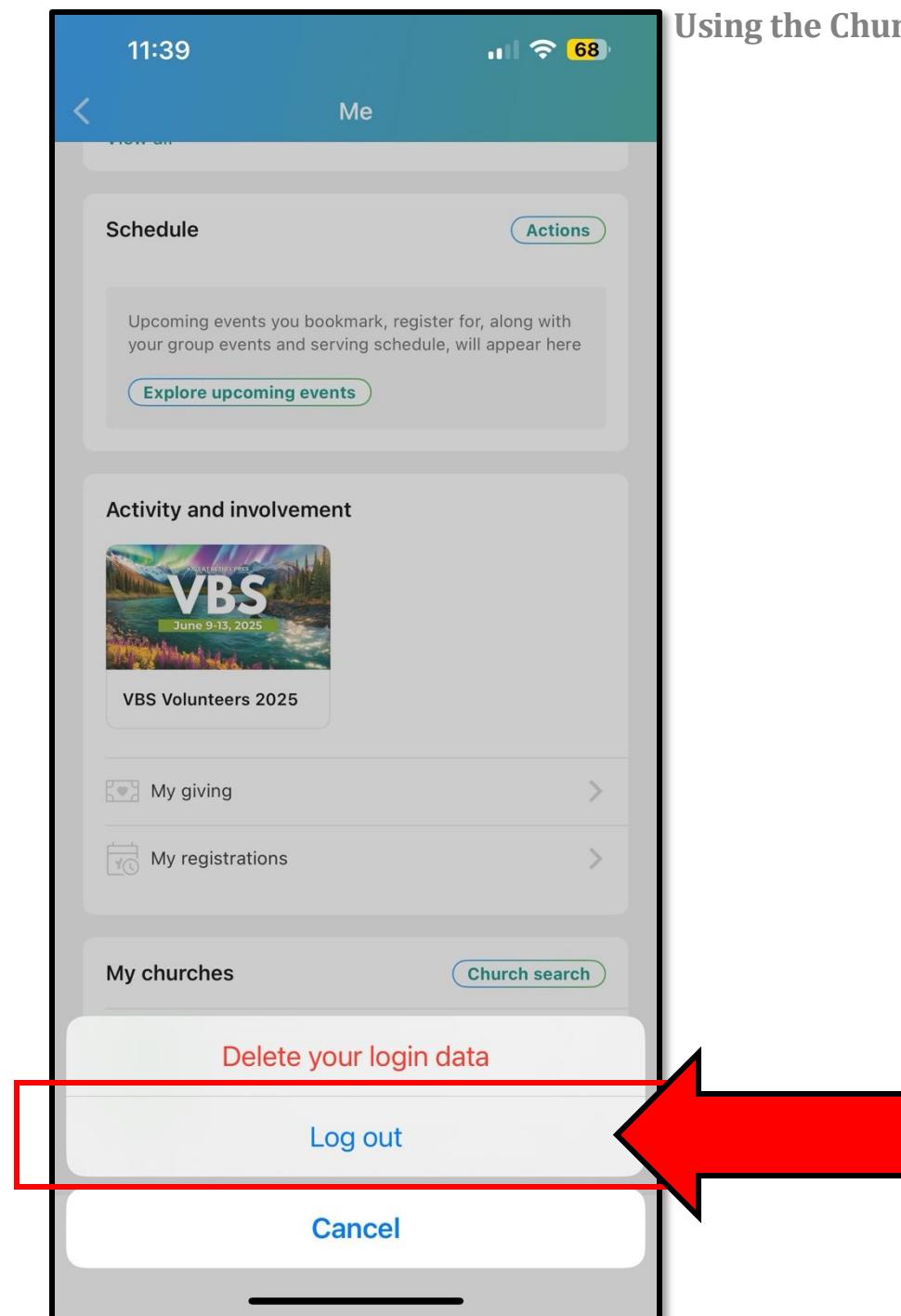
You can also see your giving history and past registrations



2. To log out of your profile, tap "Bethel Presbyterian Church under "My churches"



3. Tap "Log out"



**If you have any questions
about Church Center, please
see Church Life Engagement
Coordinator, Taylor Bane, or
send an email at
tbane@bethelpres.org**