WANT TO ACCESS THE DIRECTORY ON YOUR SMARTPHONE? USE THE FREE APP!

To access the digital directory on your smartphone, we highly recommend using the *Instant Church Directory* app instead of a web browser. To download the app, simply go to the App Store on your mobile device, search for *Instant Church Directory* and download it. You will use your email address listed in the directory to CREATE A LOGIN the first time you use the directory app.





5 STEPS TO GET STARTED USING A WEB BROWSER:

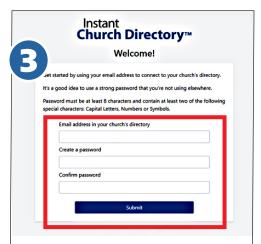


• Go to **cathedralparish.com**. Click on the Instant Church Directory logo which will take you to the login page.



Church Directory*	ADOUT SWITCH DIRECT	tory Editing raining Opdaterassword Sign Out	
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	40 x 40	Howell	
and Lara	Ka.		
Crowder Peter and Katherine Alexander		A F	
Dawson Gleria			
de Borrows James and Trisha			
Edwards Ray and Michelle Stells		Will and Stephany	
Franks Paul (All Saints: 5/17/2017) and Patricia	1427 Spring Valley Drive Springfield, SC 12345	Groups Men's Small Group	
Garcia David and Carmen	 chh6816@sol.com will@willsemail.com wa 	WII	
Howers Will and Stephan	steph@stephsemail.com Saphary (333) 333-3456		
In Loving Memory: Stevens	Nov 10		
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 Scroll down to find your family (a house icon will appear by your last name). Click on your last name and then click Edit My Family.



- Enter the email address that we have on file for you in our church database. If you don't remember that email address or have never provided the parish office with an email address, contact a staff member at the parish office to help you.
- Create a password.
- Type the same password in the Confirm Password field and click Submit.
- Check your email inbox for an email from service@instantchurchdirectory. com. To complete the sign-up process, you will need to verify your email address by clicking on the link sent to you in that email.
- Once you confirm your email, you may sign in.



- Here you can edit/add family details (your address, phone numbers, children's names, birthdays, anniversary date, etc.) and upload a family photo. Any information provided by you will be viewable by other parishioners, so only add information that you don't mind other parishioners viewing. We ask that you please include at least the following:
 - * Your family's last name
 - * First names of family members (click Add Adult/Parent or Add Child)
 - * A family (or individual) photo (click **Upload Photo**)
- Please note: If you change your family email, you will need to choose "Create Login" the next time you try to log in on a web browser or the mobile app.
- Click the **Submit Edits** button. Each time you make a change and click **Submit Edits**, your submission needs to be reviewed by the parish office. To see the edits you made, you will need to wait at least 24 hours for your submission to be approved by the parish office.