ChurchNet Gathering Info

1. Gather images into a folder on your PC. Include images for:
   1. A general welcome to your site
   2. Each church
   3. Each community group
   4. Each activity
   5. Each person
2. Site Basics
   1. Name of Website:
   2. Main Contact Phone Number:
   3. Main Contact Email:
   4. Using baptism form: Y/N
   5. Welcome Message:
3. Locations
   1. Parish A:
   2. Parish B:
   3. Etc.
4. Churches & Community Groups
   1. Church A:
      1. Name:
      2. Location:
      3. Strapline:
      4. Description:
      5. History:
      6. Postcode:
   2. Church B:
      1. Name:
      2. Location:
      3. Strapline:
      4. Description:
      5. History:
      6. Postcode:
   3. Community Group A:
      1. Name:
      2. Location:
      3. Strapline:
      4. Description:
      5. History:
      6. Postcode:
   4. Etc.
5. People
   1. Ministry Team
      1. Person A
         1. Name:
         2. Phone:
         3. Email:
         4. Address:
         5. Short Bio:
         6. Order of importance(!):
         7. Roles (title & church/group for each role):
      2. Person B
         1. Name:
         2. Phone:
         3. Email:
         4. Address:
         5. Short Bio:
         6. Order of importance(!):
         7. Roles (title & church/group for each role):
      3. Etc.
   2. Volunteers from Church and Community
      1. Person A
         1. Name:
         2. Phone:
         3. Email:
         4. Address:
         5. Short Bio:
         6. Roles (title & church/group for each role):
      2. Person B
         1. Name:
         2. Phone:
         3. Email:
         4. Address:
         5. Short Bio:
         6. Roles (title & church/group for each role):
      3. Etc.
6. Activities
   1. Location-independent activities
      1. Activity 1
         1. One-sentence summary:
         2. Full Description:
         3. Category:
         4. Optional sub-category:
      2. Activity 2
         1. One-sentence summary:
         2. Full Description:
         3. Category:
         4. Optional sub-category:
      3. Etc.
   2. Localised activities
      1. Activity 1
         1. One-sentence summary:
         2. Full Description:
         3. Associated Church or Community Group:
      2. Activity 2
         1. One-sentence summary:
         2. Full Description:
         3. Associated Church or Community Group:
      3. Etc.
7. Web Users
   1. Overall Administrators:
   2. Church Content Managers:
   3. Community Group Content Managers:
   4. Individual Church Content Managers:
   5. Individual Community Group Content Managers:
8. Worship
   1. Service A
      1. Type:
      2. Frequency:
      3. Place:
      4. Time:
      5. Usual Leader:
   2. Service B
      1. Type:
      2. Frequency:
      3. Place:
      4. Time:
      5. Usual Leader:
9. Emails
   1. SMTP access credentials for email service you wish to maintain and integrate:
   2. Existing email addresses on your domain for ChurchNet to manage:
   3. New individual’s email addresses :
   4. New group email addresses:
   5. Passwords for each email:
10. Logo
    1. Place an existing logo into the images folder on your PC
    2. Or explore creating a logo for your website
11. Favicon
    1. Place an existing favicon into the images folder on your PC
    2. Or explore creating a favicon for your website