

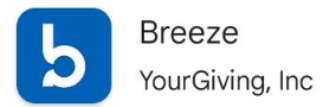
# Upload Your Picture to St. John's Online Directory!

## It's Easy!

- ✓ Download the "Breeze" App, or use the Breeze website to create an account and login to our directory
- ✓ Find your Profile and upload images to your individual and family profiles!
- ✓ Search the Directory for other members!

## Create a Breeze Account

On a mobile device, download the "Breeze" Church Management App. The app will prompt for a church or domain name. Use: **stjsumneytown**

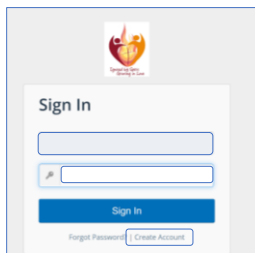


Or, on a computer, follow this link to the Breeze website:

<https://stjsumneytown.breezechms.com/login>



As shown below, create your account using the email address on record with the church. (e.g. where do you receive your "Weekly Emails" from St. John's? Contact the office if you are uncertain.)

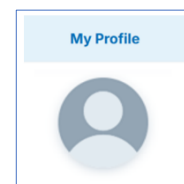


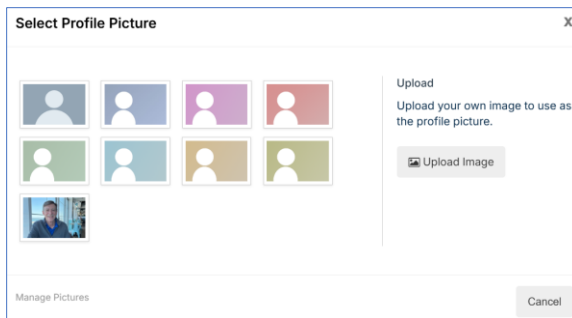
You will be asked to create your own password.

## Locate Profile and Upload Pictures

Select "My Profile."

Click on your picture placeholder, or current picture, and follow the instructions in the selection dialog box. You will be able to upload pictures from your phone or PC.

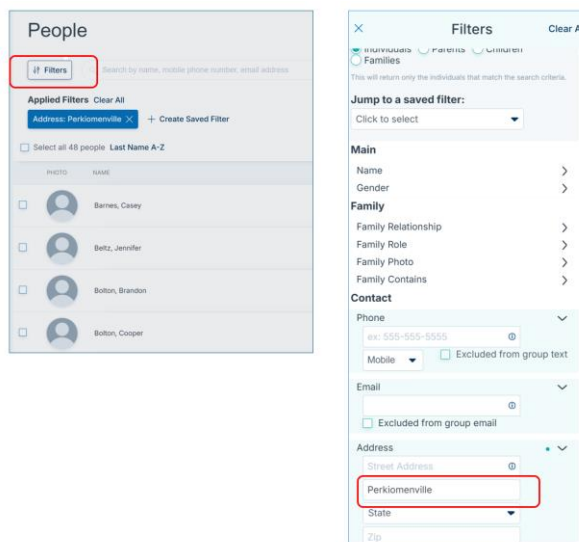
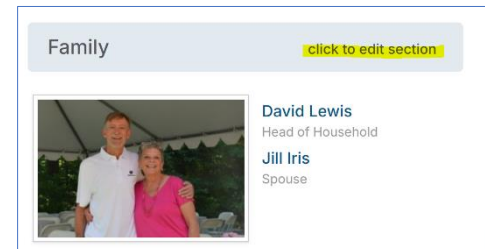




Each Profile also contains a Family picture. To upload a Family picture, “click to edit section,” then click on the placeholder or current picture. Follow the prompts as before. “Save” the Family section after uploading the picture.

## Search the Directory

Select the People option and use the Search and Filter options to identify fellow parishioners! The search example below used City = “Perkiomenville”



The best way to learn how to use the directory is simply to “experiment”!

## Need Help?

For help, contact:

- St. John’s Church Office at 215-234-4888 or [stj.stown@verizon.net](mailto:stj.stown@verizon.net)
- Dave Lewis at [lewddavis88@gmail.com](mailto:lewddavis88@gmail.com)