

Turning on Religious Education screens for My Own Church in Connect Now

Only staff members at the parish that are parish administrators with their settings in Connect Now, will be able to turn on and designate which areas of the Religious Education setup should be shown in the “My Own Church” pages for the parishioner login.

1. After logging into your Connect Now site. You will see a screen similar to below



2. To view what settings are currently selected, click on the **Administration** tab as seen in the image below.



3. Click on the **Administration** tab, then go to the **Module Settings** area, as seen below, where you will see information on your parish's set up of Religious Education and My Own Church.

The screenshot shows the 'Module Settings' page for 'Religious Ed. > Module Name'. The left sidebar lists modules under 'Religious Ed.', 'My Own Church', and 'Offering'. The main content area contains a yellow information box stating: 'You may change the "Religious Ed." module name to better fit the Religious Education program name at your parish. E.g.: "Faith Formation". This will modify the main Religious Ed. tab label in the ConnectNow suite for staff users.' Below this, the 'Module Name*' is set to 'Religious Ed.' with radio buttons for 'Religious Education', 'Faith Formation', 'School', and 'Custom'. A 'Save Settings' button is at the bottom.

4. Under the Religious Education area, click on My Own Church, as indicated below:

The screenshot shows the 'Module Settings' page for 'Religious Ed. > My Own Church'. An arrow points to the 'My Own Church' option in the left sidebar. The main content area contains a yellow information box: 'Religious Ed. + My Own Church. This page includes configuration settings for Religious Ed. module integration with My Own Church (MOC). My Own Church is the secure portal that allows logged-in parishioners to view and update Family & Member details and engage with other aspects of parish life.' Below, 'Religious Ed. Access in My Own Church' has 'MOC Access:' set to 'Enabled' (with a dropdown arrow) and a note: 'If enabled, the "My Education" tab displays in My Own Church for logged-in parishioner users.' 'MOC Tab Label:' has radio buttons for 'My Education' (selected), 'Family Education', and 'Custom', with a note: 'Defines the tab label viewed by parishioners in MOC. Default: My Education'. 'Online Registration' has 'Online Registration:' set to 'Enabled' (with a dropdown arrow) and a note: 'If enabled, logged-in parishioners may register for all terms open for registration. [Manage Online Registration](#)'. A 'Save Settings' button is at the bottom.

5. Make sure the MOC Access is Enabled (which allows RE to show up in My Own Church), as seen below. Set the tab of what you want the label to read, and enable Online Registration.

ConnectNow Family Suite HELP - CONTACT - HOME - SIGN OUT
Good Shepherd Parish, Toledo
User1 (Kimberly Spindler)

Home | Family Directory | Religious Ed. | Offering | Ministry Scheduler | Tuition | IQ | Administration

Suspense | Lookups | System Setup | Organizations | Manage Staff | **Module Settings** | Utilities | Notifications

Module Settings

Module

- Religious Ed.
 - Module Name
 - My Own Church**
- My Own Church
 - New User Registration
- Offering
 - Import
 - ConnectNow Giving
 - Accounting

Religious Ed. > My Own Church

Religious Ed. + My Own Church. This page includes configuration settings for Religious Ed. module integration with My Own Church (MOC). My Own Church is the secure portal that allows logged-in parishioners to view and update Family & Member details and engage with other aspects of parish life.

Religious Ed. Access in My Own Church

MOC Access: ↓ ℹ If enabled, the "My Education" tab displays in My Own Church for logged-in parishioner users.

MOC Tab Label: My Education Family Education Custom ℹ Defines the tab label viewed by parishioners in MOC.
Default: My Education

Online Registration

Online Registration: ↓ ℹ If enabled, logged-in parishioners may register for all terms open for registration. [Manage Online Registration](#)

6. Click **Save Settings**

Please note: When the online registration time is past, you will want to come back in and Disable the online registration.