



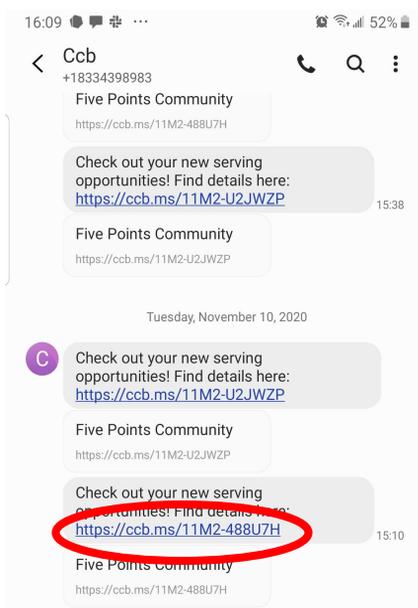
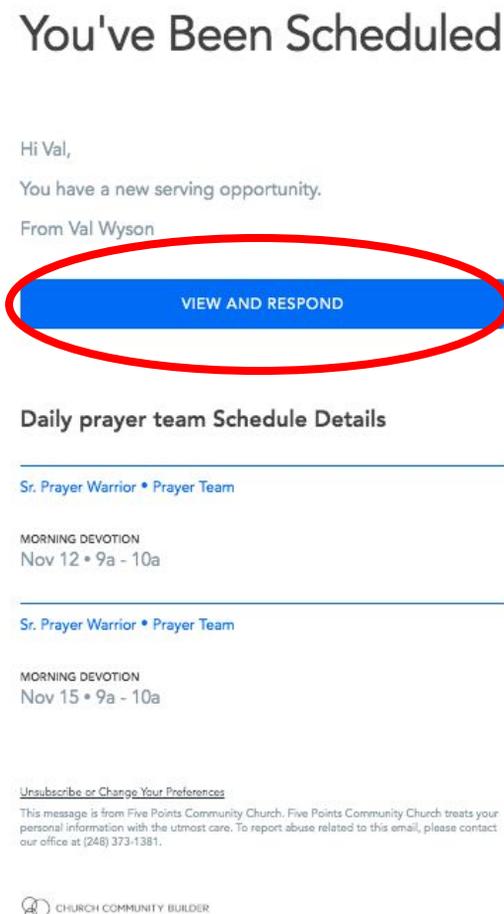
Serving Guide

If you volunteer to serve in our church, you will receive an email or text with a link to the schedule.

Note: If you are not receiving emails from the 5P Online Community, check your spam box for emails from 5pointscce@ccbchurch.com. To receive texts from 5P Online Community, make sure you include your cell phone carrier in your Online Community profile.

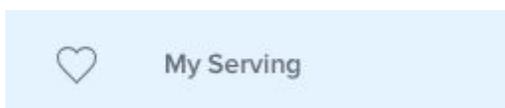
Sample Email

Sample Text



Click the button in your email or the text link to see all the ministries in which you are scheduled to serve.

You can also access your serving schedule within the Five Points Online Community by clicking the heart icon on the left side.



Desktop Browser View

Manage Serving

ASSIGNMENTS & REQUESTS BROWSE OPEN POSITIONS

2 new serving opportunities VIEW ALL PENDING REQUESTS

November 2020

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30

Show:

- Kevin Wyson
- Val Wyson
- Andrea Wyson

Nov 2020

- Lobby Bathroom Cleaner**
Worship Service Cleaning • 10:30a-12:15p
Pending
- Sr. Prayer Warrior**
Morning devotion • 9a-10a
Accepted
- Sr. Prayer Warrior**
Morning devotion • 9a-10a
Pending
- Sr. Prayer Warrior**
Morning devotion • 9a-10a
Pending

Note: you can view serving for everyone in your family or just certain members.

Mobile Browser View

16:52 5pointsc.ccbchurch.com/

Manage Serving

ASSIGNMENTS & REQUESTS BROWSE OPEN POSITIONS

1 new serving opportunity VIEW ALL PENDING REQUESTS

2 FILTERS

Nov 2020

- Sanctuary and South Hall Host**
BSH Host • 9:15a-10:30a
Pending
- Lobby Bathroom Cleaner**
Worship Service Cleaning • 10:30a-12:15p
Pending
- Sr. Prayer Warrior**
Morning devotion • 9a-10a
Accepted
- Sr. Prayer Warrior**
Morning devotion • 9a-10a
Accepted

From the schedule, click anywhere on the individual serving request / reminder to respond. If you cannot accept the request / reminder, you have several choices.

Accept - The schedule will be updated to show your acceptance.

Find a replacement - send an email to all volunteers who serve in this position, or you can select specific volunteers. The Online Community fills in the text for you.

Swap with Someone - the Online Community will help you find someone serving on a different day and will send them an email to ask for a Swap.

Message Scheduler - when all else fails, you can send an email to the ministry leader.

Sr. Prayer Warrior

Serving Time

Morning devotion
Sun, Nov 15, 9a-10a

VIEW SCHEDULE

ACCEPT

Can't serve? Here are some options:

- DECLINE REQUEST
- FIND REPLACEMENT
- SWAP WITH SOMEONE
- MESSAGE SCHEDULER

CLOSE

“Find a Replacement” Example

When you click “Find a Replacement,” you will be given an email template that you can modify. You can also choose from any of the other volunteers who are in the same serving position.

Find Replacement

Send Request To:

Selected Volunteers (1) >

Hello [Name],

I am hoping to find a replacement for an upcoming serving time. Would you be able to serve in my spot?

102/500

Sincerely, Nancy Drew

[SEND MESSAGE](#)

[BACK](#)

Recipients List

- Rebekah Sowles
Lobby Bathroom Cleaner
- Tim Houston
Lobby Bathroom Cleaner
- Cheryl Reichert
South Hall Bathroom Cleaner
- Evelyn Van Sloten
South Hall Bathroom Cleaner
- Gayle Schnaidt
South Hall Bathroom Cleaner
- Karen Beckmann
South Hall Bathroom Cleaner
- Karen Houston
South Hall Bathroom Cleaner
- Penny Harris
South Hall Bathroom Cleaner
- Rebekah Sowles
South Hall Bathroom Cleaner

Wednesday >

- Aaron Jerome
Gym and Lobby Host
- Carrie Nees
Gym and Lobby Host
- Kyo Oh
Gym and Lobby Host

An email will be sent to the folks you requested and the volunteer status will be updated.

Five Points Community Church

Replacement Request

Hi Val,

I am hoping to find a replacement for an upcoming serving time. Would you be able to serve in my spot?

From Nancy Drew

[RESPOND](#)

Daily prayer team Schedule Details

[Prayer Warrior](#) • [Prayer Team](#)

MORNING DEVOTION
Nov 18 • 9a - 10a

Prayer Warrior

Serving Time

Morning devotion
Wed, Nov 18, 9a-10a

[VIEW SCHEDULE](#) >

[ACCEPT](#)

Can't serve? Here are some options:

[DECLINE REQUEST](#)

[REPLACEMENT PENDING](#)

[MESSAGE SCHEDULER](#)

Your fellow volunteers can then easily respond and the schedule will be updated. If more than one person responds, the rest of the people will receive an email letting them know the position has been filled.

“Swap” Example

“Swap” is similar to “Find a Replacement” except it finds one person to swap with. Select the date and position you wish to swap with. Review the details.

Swap with Someone

Select the event you want to swap for:

November 2020	
Fri 13	Morning devotion 9a - 10a >
Sat 14	Morning devotion 9a - 10a >
Sun 15	Morning devotion 9a - 10a >

Swap Request

You will take Prayer Warrior

Serving Time

Morning devotion
Sun, Nov 15, 9a-10a

Val Wyson will take Prayer Warrior from you

Serving Time

Morning devotion
Thu, Nov 12, 9a-10a

ACCEPT SWAP

DECLINE SWAP

The Online Community will find a person who volunteers in the same position on a different day. Select the person and the Online Community will provide a template email that you can modify if you wish to request a swap.

Swap with Someone

Send swap request (1 recipient):

Hello [Name],

Generic: Val Wyson needs to swap dates with someone. Would you be available?

Added free form: I am going out of town and need to find someone to replace me. Thank you so much!!

177/500

Sincerely, Val Wyson

SEND REQUEST

You've been asked to swap with someone... | 11/13/20

Free Points Community Church - Opened 11/13/2020 10:00 AM

Tue, Nov 10, 10:14 PM (20 hours ago)

Free Points Community Church

Swap Request

Hi Val,
Nancy Drew needs to swap dates with someone. Would you be available?
From Nancy Drew

RESPOND

Daily prayer team Schedule Details

You Will Take:

S: Prayer Warrior * Prayer Team
MORNING DEVOTION
Nov 13 * 9a - 10a

Nancy Is Taking:

S: Prayer Warrior * Prayer Team
MORNING DEVOTION
Nov 12 * 9a - 10a

[View the Online Community Page](#)

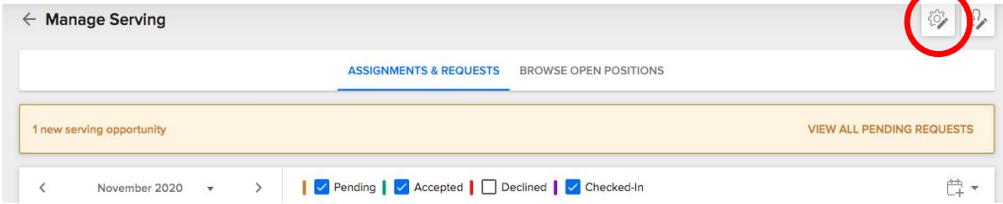
This message is from Free Points Community Church. Free Points Community Church seeks your personal contributions and your prayers. To report abuse related to this email, please contact our office at 208-323-0281.

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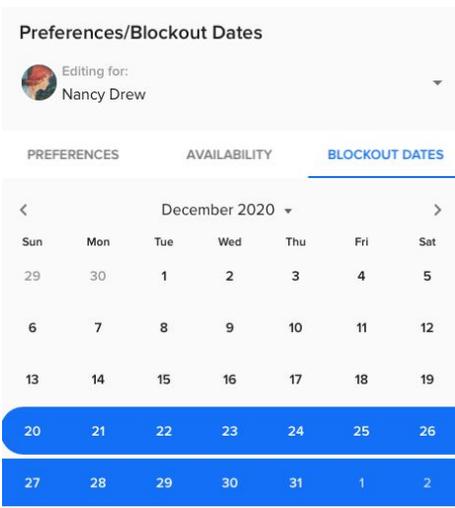
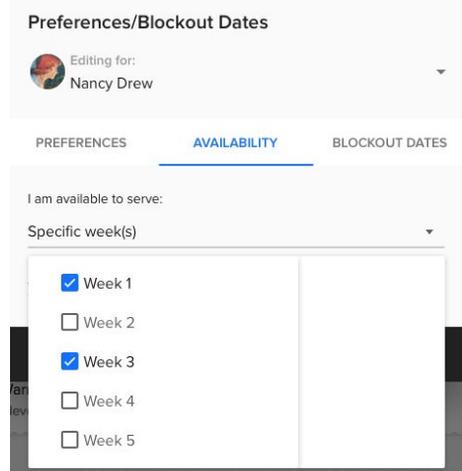
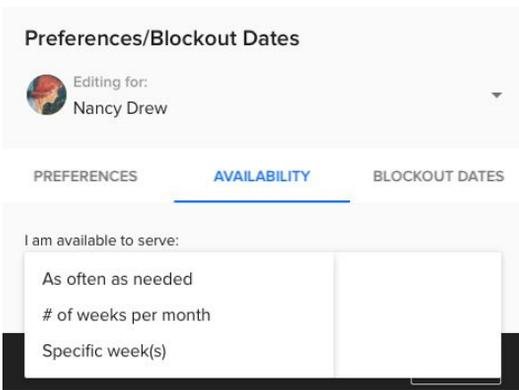
Your fellow volunteers can then easily respond and the schedule will be updated.

Customize your Preferences, Availability and Blockout Dates

From either the desktop or mobile browsers, click on the gear to customize your serving preferences.



You can customize your serving by selecting specific weeks (first and third for example) or number of weeks in a month you are able to serve.



You can also block out dates that you are unable to serve. For example, if you are going to be out of town during Christmas, you can indicate it here.

When the ministry leader is planning the schedule, they will be notified of your preferences and availability.