

Login Setup for Hope Church Password Protected Areas

*As a note, when the word "Member" is used for these instructions and online, it means member, regular attendee, and visitor who have been added to the database.

1. Go to www.hopemason.org
2. In the upper right hand corner click "Log In"
3. This will take you to a web page titled "Welcome to Hope Church Sign In"
4. Just below the "Sign In" box is the following: Need Login? [Click Here](#)
5. Do as instructed and click to get a login
6. A new box "Account Sign Up" will appear.
7. Enter your email address, first name, last name and suffix (if you have a suffix).
8. Click "Find Me"
9. The system will look in the church database to locate you.
10. If your information matches, you will get a congratulations message and you will receive an email with your user name and password. Please login and you will be asked to change your password.
NOTE: If it does not find you, please call the church office at 513-459-0800 and Jean or Teri (receptionists) will be able to assist you. If your email address in our system is incorrect and you cannot access the old email, you will need to verify your identity with them before they can change it. Otherwise you can use the email in the system and change it once you log in. You may also email Scott Ellsworth at controller@hopemason.org.

BENEFITS:

- All of your personal information. You can make a change request of any information for you and your family.
- Giving History for the current and previous year.
- Groups you are members of including a roster of anyone in your group with their email address.
- Search for members to get their address, phone number or email.
- Search for and request information on community groups.
- You may change what of your personal or family information is shared by going to "Home" / "My Account" / "Personal Preferences". The only personal or family information that is shared is email, phone, address and a photo. You may change what general members may see and what people in your "groups" may see. Only individuals who have logins may see your information and not the general public.
- On-Line directories. You can search for other members.
- Access to the church calendar.
- Access to register and pay for events on-line.
- Lot's more!!

Should you need any assistance or questions, please email Scott Ellsworth at controller@hopemason.org.

THANKS FOR BEING LINKED TOGETHER!!!