## Welcome to Breeze Our Online Directory

If you received an email link start at step 2

If you have not received an email inviting you to Breeze- please find your account first

Step 1: Find account <u>https://lakenokomislutheranchurch.breezechms.com/login/create</u> Enter your name and email that you have given to LNL. If you do not have an email or you are unable to find your account - Please email Lindsey Scott (Impielage@gmail.com) or ask her in person.

breeze Create Account	
Enter your name and email address. If we can find an existing profile that matches, we'll send you an invite	breeze
	Good news! We were able to find your profile an have emailed an invitation to create your user account to denniswallisch@gmail.com.
Cancel Continue	

Step 2: Check your email and click on "create your login"



## Step 3: Create your account

**Choose a username**- Each person in your family can have an account if they wish- so personalize your username to you **Choose a password** and confirm

Choose a password and con

Click "Create User"

Cro	eate User
Create	your user account:
•	Username
P	Password
P	Confirm Password
	Create User

## Step 4: You have created your account- Now you get to log in Click on gray box "log in"

Or click this link https://lakenokomislutheranchurch.breezechms.com/login

hraaza	breeze
	Sign In
Your account has been created successfully. Click below to log in.	Username Password
Log In	Sign In
ng "Create User" I agree to the Terms of Service and Privacy Policy.	Forgot Password?   Create Account

Step 5: Welcome to the Breeze Dashboard Click on "My Profile"

breeze (	Dashboard	Peopl	My Profile				Q @
			$\smile$			Customize Dashboard	
				People Added in the Last 7 Days	Online Giving		
				0	Give a Gift GO TO GIVINO PAGE     Manage Recurring Giving MAKE CHANGES TO GIVINO		
				View Full Report			
				My Profile			
				Daffy Duck denniswallisch@gmail.com			
							Hi. Need any help?

## Step 6: Edit your profile and "Opt in" for the directory Hover your cursor over the gray heading box and **click on** "click to edit selection"

Contact / Online Directo	click to edit section	Important Dates			
Name	Daffy Duck	No information stored.			
Opt into Online Directory	Yes	Health			
Email	denniswallisch@gmail.com				
Please note the information shared in the online directory will only be the above information. If you would like to be apart of the directory and hide certain information please select "make private" under "show more options"		No information stored.			
		Dietary			
Education & Work		No information stored.			
No information stored.					
		Additional Information			
Family		No information stored.			
No information stored.					

Please update information as you see fit Make sure you select your preference for the **online directory** If you would like to be in the online directory but would not like your phone, email, or address shared please "make private" under "show more options" **Save your changes** 

Nama							
Name	First	Daffy		Las	t	Duck	
	Add Nickn Add Middl	ame le Name					
	Add Maide	en Name					
Pronouns	○ She/ Her/ Hers						
	⊖ He/ ŀ	lim/ His					
	○ They,	/ Them/ Theirs					
Opt into Online	• Yes						
	○ No						
Phone	د Ho	me Phone			Мо	bile Phone	
	(iii) Wo	ork Phone					
	🌣 Show	More Options					
Email	dennis	wallisch@gmail.com					
	🔅 Show	More Options					
Address	Street /	Address					
	City	🔶 Zip	7				
[	Show	More Options					
Preferred Method of Contact	🗆 Emai						
	Text						
	Call						

private" under "show more options"