



We're excited to announce that we're officially transitioning to a new church management software called [Planning Center](#)! (This comes with changes to online giving; for more info, see below.) We previously used Church Community Builder (i.e. Bethel Connected), but while CCB has its strengths, we hope in Planning Center to provide you with a better, more intuitive product.



One of the things we're most excited about is that with Planning Center, which only administrators/leaders will access, we now have a FREE resource available for our whole church family called [Church Center](#). We're planning to transition to Planning Center through the end of December, but Church Center is available for you to start using right away! To do so, simply follow these short steps:

- Access Church Center
 - From the app: download Church Center via the [App Store](#) or [Google Play](#) and choose Bethel as your church.
 - From your web browser: visit <https://bbcde.churchcenter.com/home>.
- Enter your mobile number or email address
- Enter the code provided
- Select your profile (if it doesn't appear, choose "Not you?" and follow the instructions provided)

Some key elements of Church Center include: Giving, Church Directory, Groups, and Registrations/Events. See below for more information about each of those.



GIVING — We're now using Church Center for our online giving and transitioning away from Vanco. **So, if you give online, please be sure to switch your donations by the end of December so we can start the new year using one system instead of two.**

You will notice a few new options when you set up new donations (see below for more info). You still have the option to connect directly with your bank account, but you also now have the option to use a debit card. Please consider these options carefully. Bethel's cost when you use a bank account is \$0.25 per transaction, but the cost when you use a debit card is \$0.30 + 2.15% of the processed transaction. There is an option to increase your donation to cover the processing fee should you choose to do that.

You will also notice a few minor changes in the way this new donor system communicates (you have the option of whether or not to receive email notifications), in the transactions themselves (each different fund you give to requires a separate transaction), and in the way you pay for books and events (those payments won't be made via the Give option in Church Center but rather through specific event pages for each item).

Finally, please note that you'll be able to change your notification settings for your donations, view your giving record starting January 1, 2021 (whether giving via Church Center or not), and print your 2021 and following year-end statements directly from Church Center. Just log in to Church Center, access your profile by clicking the circle in the top right-hand corner of the page, click "Profile," and click "My Giving."

- To access Giving, log in to Church Center via the app or your web browser and click the "Give" menu option.
 - For those of you who give online through numerous one-time gifts, just fill in the fields provided to set up your donation.
 - For those of you who give online through recurring gifts, we encourage you to continue that practice by cancelling your current giving plan with Vanco and setting up a new one through Church Center.

If you need help at any point in the giving process, please reach out to Jean Lee (email treasurer@bbcde.org or text or call 302-584-4554).



CHURCH DIRECTORY — One of the features we're really excited about in Church Center is a dedicated church directory. It's only available to members and attenders, and you're in control of how much information you share. This is not only a great way to reach out to other folks in our church family, but it can also serve as a helpful prayer list!

We'll send you an email invitation to join the church directory. Once you do so, you'll be able to access it and edit your settings by following these steps . . .

- To access the Directory, login to Church Center via the app or your web browser, click "More" from the menu, and click "Directory."
- To change your Directory settings, access your profile by clicking the circle in the top right-hand corner of the page, click "Profile," and click "My Directory Settings."



GROUPS — In Church Center, you'll be able to see the messages, events, resources, and members of your groups. You'll also be able to easily find and join/ask to join other groups. As we make the transition to Planning Center this month, you'll begin seeing communication from groups you are a part of.

- To access Groups, login to Church Center via the app or your web browser and click "Groups" from the menu.



REGISTRATIONS / EVENTS — We recently started using this feature of Church Center to manage registrations for Sunday Worship Services. This is where you'll find information about and, if needed, register for upcoming events and service opportunities. When needed, you'll also pay for books and events here.

- To access Registrations/Events, login to Church Center via the app or your web browser and click "Events" from the menu.