We want a picture of

We at Tannehill Valley Baptist Church want to do a great job of recognizing all who attend, remembering names, and making sure we have everyone's up-to-date info.

Since church directories are obsolete almost as soon as you print them (someone moves, a phone number changes, a child marries, etc.) we are asking those who call TVBC their church home to

UPLOAD and UPDATE

1. **Upload** a picture of yourself and all family members who attend on the church website. *See instructions on the back of this page.*
2. Also, please take a moment to **update** your current information so we can update our church records.

All information/photos will be password-protected: if you call TVBC home, you'll be given a user name and password to access the information via our church website at http://tannehillvalley.org/

First, if you haven't already done so, please visit http://tannehillvalley.org and **Sign Up**. You'll receive an email with instructions for how to access the "Members Only" area of our website which contains our online directory. This means "members" of the site, **not** of the church. We'd like regular attenders to upload their photo and info, please!

Already a member of this site? Just **Log In** using your password and click on the "Update my Profile" link on the homepage.

1. To change/add photo: Click on the *"Personal"* tab, click on profile picture, and upload a photo from your computer. [**See below**]
2. Please update information for **each** of your adult family members as well; each adult requires a separate entry. [**See below**]

If you have a digital camera, please take a clear, close-up photo of yourself & your family members **together**. Then upload it to the website using the instructions above. Take a moment to give us/update the following information along with your photo:

- First and Last Name of each member of your family (parents, add children's names in the *Personal* section entitled *"About Me"*); teenagers are welcome to create their own profile
- Birthdays and grades of children in "About Me" section, if applicable
- Address
- Phone number(s)—make sure we know whose!
- Email address(es)

Don't have a camera, access to a computer, or just prefer that someone else take your photo? We are happy to help! After the morning services on the following Sundays, please come to the **church library** with each of your family members, and we'll take a photo of you and make sure it is uploaded to our online directory. **Please take a moment to jot down the information above for us so we can include it with your photo**.

January 28, February 4, and February 11

We'll send out reminders a couple of times a year, asking folks to upload a **new** photo and update any information. *After all, things change*!