**FellowshipOne Go** (**F1 Go)** is a successor product to FellowshipOne, a product that includes InFellowship, and has been in use at Church of the Resurrection for about one and one half years. **F1 Go** is a far simpler product and combines the features of the previous two products into one. We are using it at CoR for maintaining information about our congregation, for providing an on-line directory of the congregation, and for providing giving results and pledging for adult members of the congregation.

F1 Go comes in two flavors: The desktop application and the App or application which comes for smart cell phones and tablets.

The desktop application

Use your browser like Internet Explorer, Firefox, or Chrome to enter the URL of https://ecotr.fellowshiponego.com/user/login.
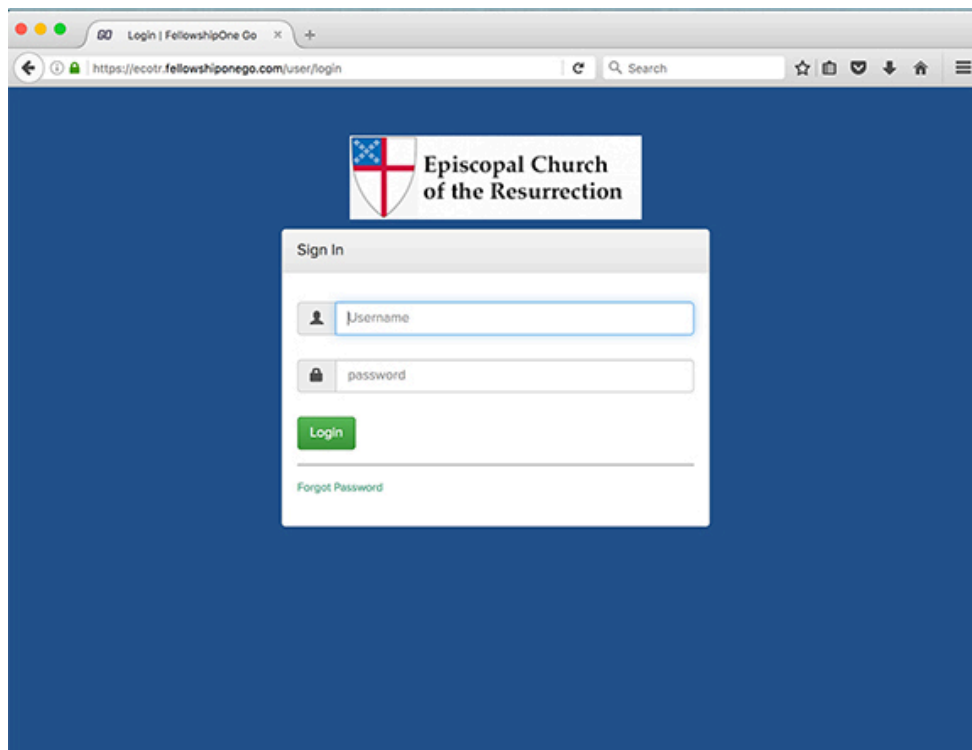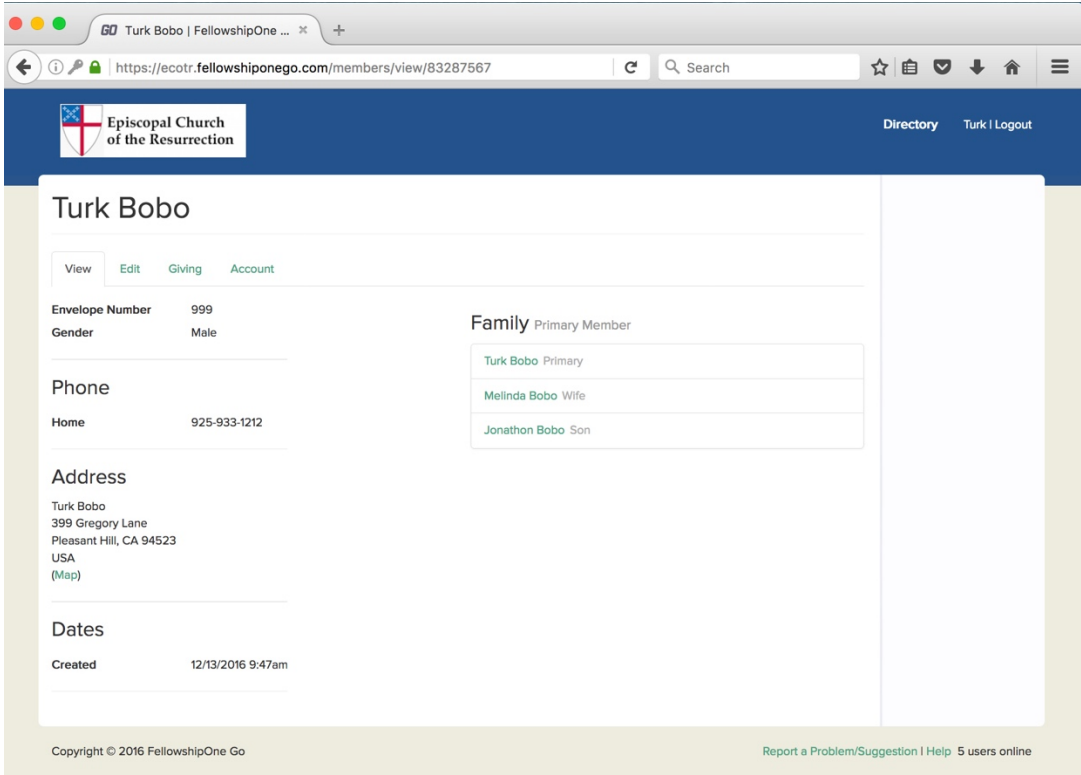

Enter your user name – firstname followed by a dot followed by last name, for example turk.bobo. This field is not case-sensitive.

Enter the password that has been assigned to you or changed by you. This field is case-sensitive.

Click in the **Login** field.

You will then see a screen called the **View** that looks like this:

This screen shows you the information that is maintained for this member. For some individuals there will be enough information so that you have to scroll down to see the rest of it.

You will also see a small notice in the lower right hand corner of each screen that lets you report a problem to the support group in Texas and gives access to a small Help file.

Notice also that the family members of this individual are listed. Turk Bobo happens to be the Primary member of this family. If you click on any other of the family the system will bring up their information, including their picture if it is available.

Under the member name, Turk Bobo in this case, you will also notice **Edit**, **Giving** and **Account**.

If you click on **Edit** you will see:

This screen gives you the ability to change any of the existing information about the member.

You can add a picture that is stored on your computer by using the **Browse…** command. Notice the limitations as to type and size of the file you are going to add. If there is already a picture there you can delete or replace it.

There is usually more information than can be displayed on the screen and you may need to scroll down to see the rest.

If you are changing, adding, or deleting data be sure and save the information if you want to retain your changes. There will be **Save** buttons at the top and bottom of your screen.

You can exit the Edit screen by using **Logout** – in the upper right corner, or **View**, **Giving**, or, if it is showing, **Account**.

If you click on **Giving** you will see:
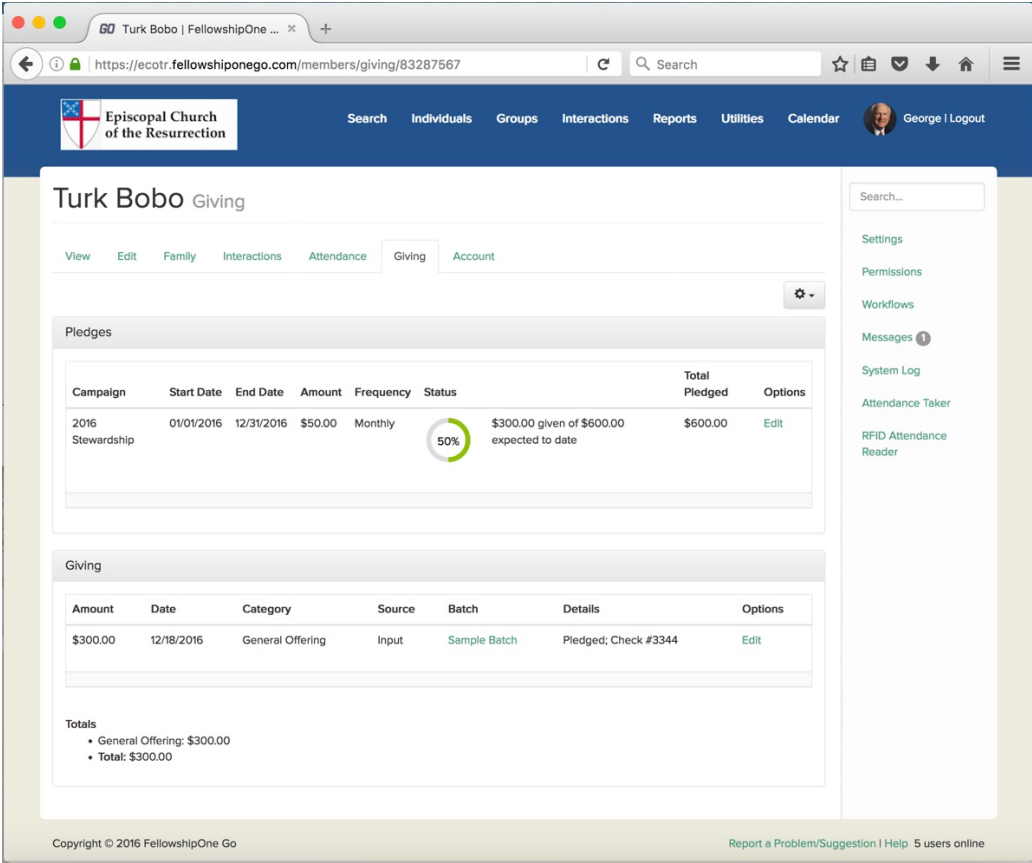
In this exhibit there is a pledge that has been established for this family showing the details relevant to it. Pledges and giving are maintained for the family for that individual that is the Primary member.

The other item at the top right is your first name and the **Logout** command. Its use is hopefully obvious.

Details of giving for the family are shown below the pledge data whether or not they are against a pledge.

If you look under the Giving item for family members other than the Primary member, or for a Primary member and the family has no giving, the wording **No giving to date** appears.

The **Interactions** and **Attendance** items which appear in the top row of the window are not currently in use.

Notice the small right hand item with a gear and down arrow in the upper right part of the window. If you pull down the arrow two items **Filter** and **Print** appear.

If you select **Filter** you will see:

You can use this dialog to restrict the date range of the giving detail.

If you select Print you will first see a screen that will show the format for the PDF printout that will be generated (*you can't change the format, the administrator of the church F1 Go system must do that*) and, when you click on Go, the PDF print will be generated and will look something like this:

Episcopal Church of the Resurrection

399 Gregory Lane
Pleasant Hill, CA 94523

Dear Turk,

Thank you for your continued support.

Giving Period: 12/18/2015 - 12/18/2016

Subtotals:
* General Offering: $300.00

Total: $300.00

Pledges

Campaign	Pledged Amount	Amount Contributed	Percent Completed	Balance
2016 Stewardship	$600.00	$300.00	50%	$300.00

The **Account** choice only appears for the Primary member of the family. If you click on **Account** you will see:

You can change your password using this screen. We are not using the Settings information.

Two additional items appear in the upper right portion of the window. The first is **Directory** and the second is the member's first name and the word **Logout**.

If you select **Directory** you will see a **List**ing of the first and last name for everyone in the Church of the Resurrection system for F1 Go, in alphabetical order by last name, twenty-four to a page. If you click on any name you will see a display of information about that member. Use the page selection information at the bottom to switch between groups of 24. If you click on **Show All** in the bottom left of the page you will see all of the names in one long scrollable list.
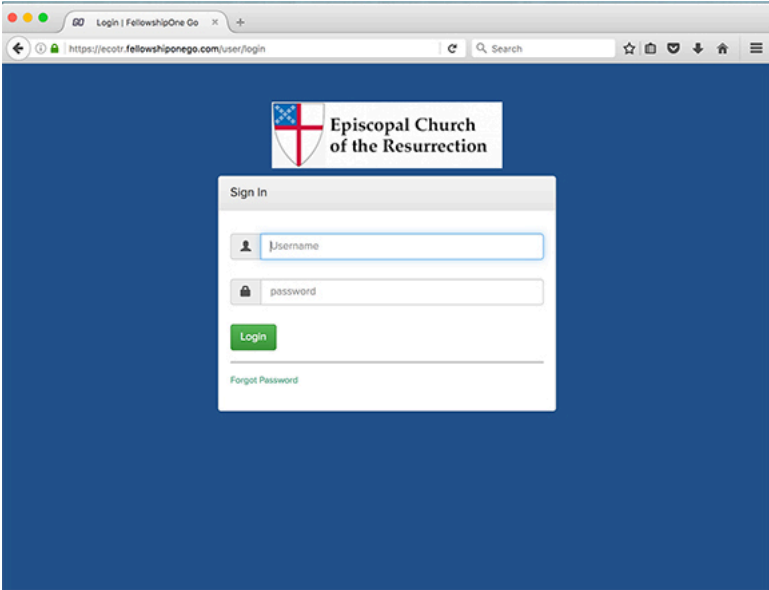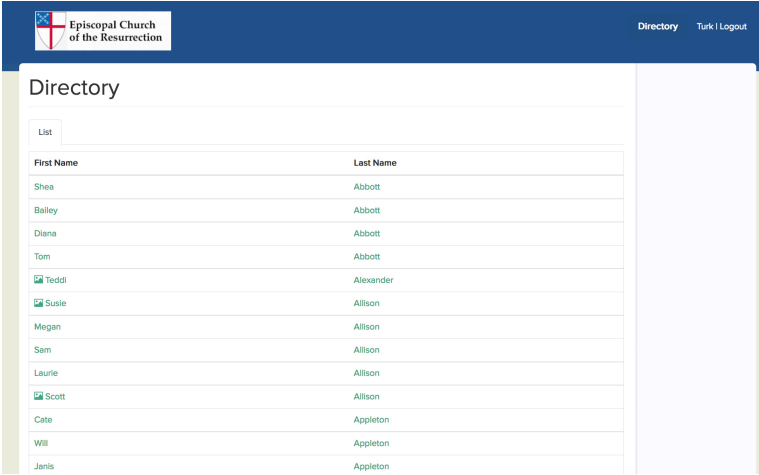

If you happen to have forgotten your password there is a command at the bottom of the sign-in screen that will take you through a dialog that will enable you to establish a new password, involving a return email, if one has been previously established.

The App (application) for smart phones and tablets

If you are using a smart cell phone go to Google Play for Android devices or the App Store for Apple iPhones. If you are using a tablet device like the Apple iPad go to the App store.

When you are in the App Store enter FellowshipOne Go in the search function. The appropriate icon will be presented which you should use to install the App on your device. *If you are on an iPad, the appropriate icon will not appear unless you select the iPhone Only (iPad Only is the other choice). Select iPhone Only.*
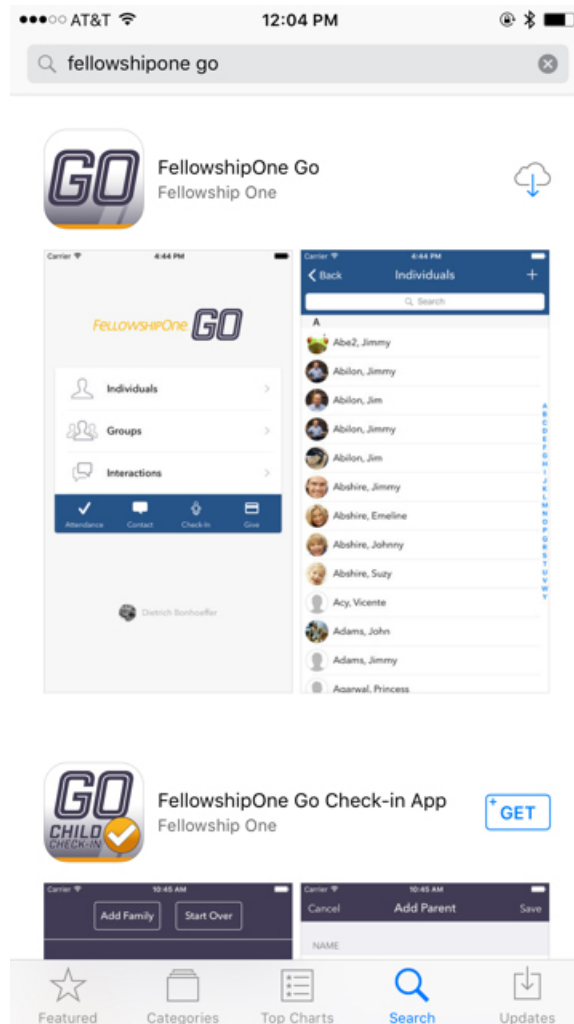
When the FellowshipOne Go app (not the Check-in App) click on **GET** or the down arrow with the cloud.

When the App icon appears on your smartphone desktop click on it to open.

The first screen that appears allows you to sign in. It will look like this:
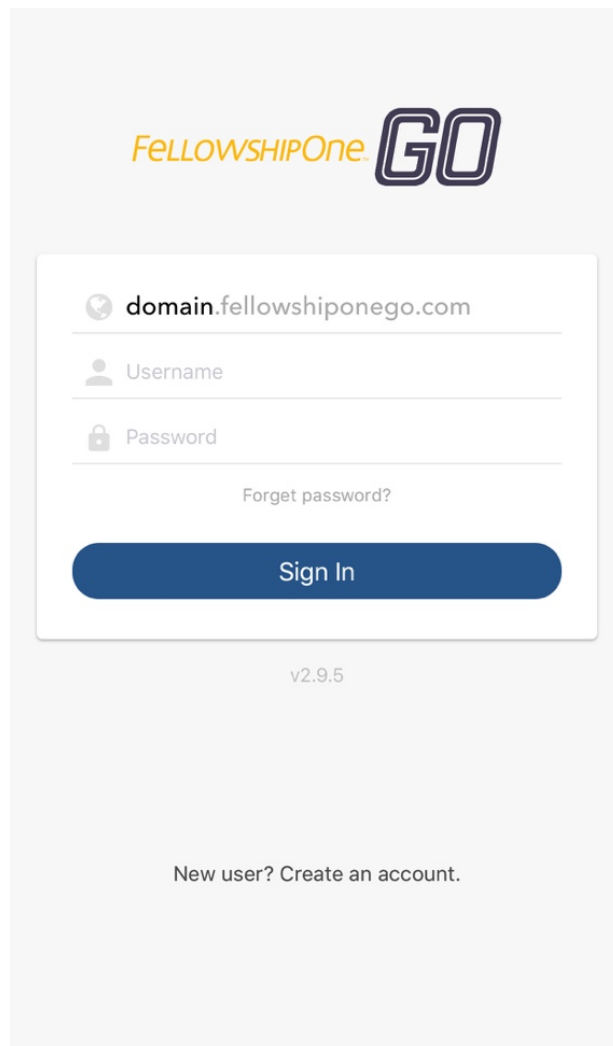
Before you Sign In take a look at that **Forget password?** item. It is a command that will take you through a dialog that will enable you to retrieve a new password, involving a return email, if one has been established.

Don't use the **New user? Create an account** item. It will not work because you are not authorized to perform that function.

In place of **domain** enter **ecotr**. Do not delete the text after domain. Just replace the domain word.

Then Enter your **User name** – firstname followed by a dot followed by last name, for example turk.bobo. This field is not case-sensitive.
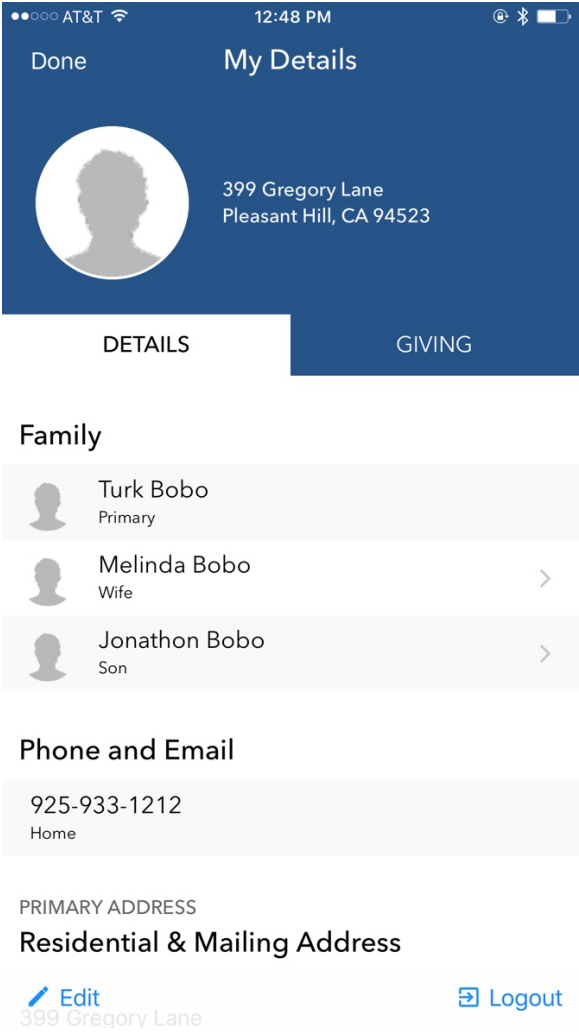
Enter the **Password** that has been assigned to you or changed by you. This field is case sensitive.

Click in the **Sign In** field. You should then see the following screen:
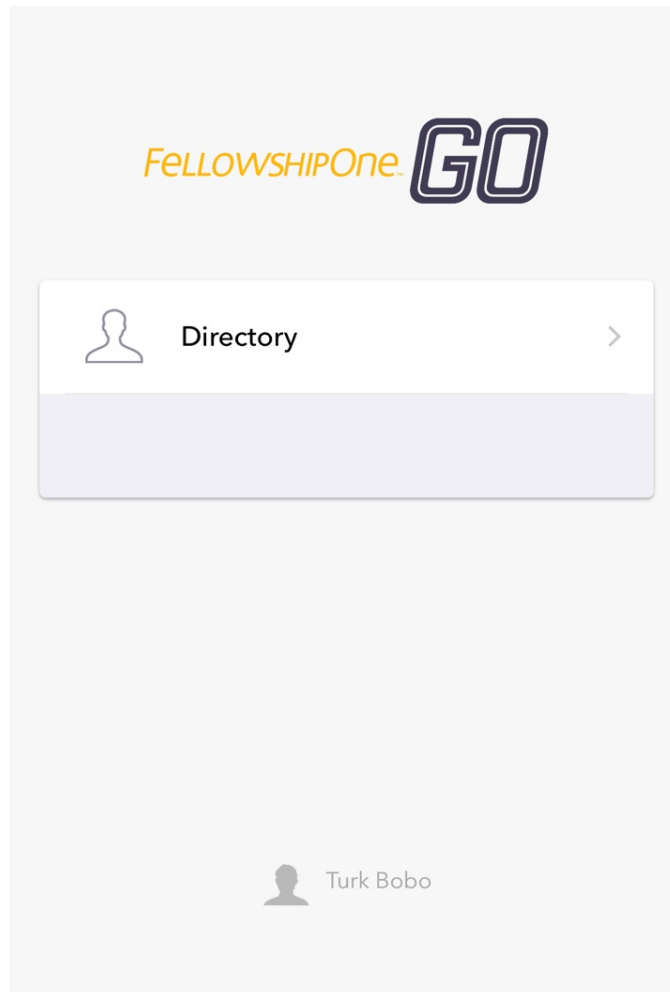
Your name and, if it has been established, picture appears down below.

If you click on the head, or your picture, or your name you will see:

This **DETAILS** displays some of the detail information about the family that the member is in. The Primary member is usually, but not always, the husband. Giving is lodged with the primary member.

If you want to change any of the information use the **Edit** command in the bottom left of the display.

Use **Logout** to sign out of the F1 Go app.

If you scroll to the bottom of the display the remainder of the information appears as in this example:
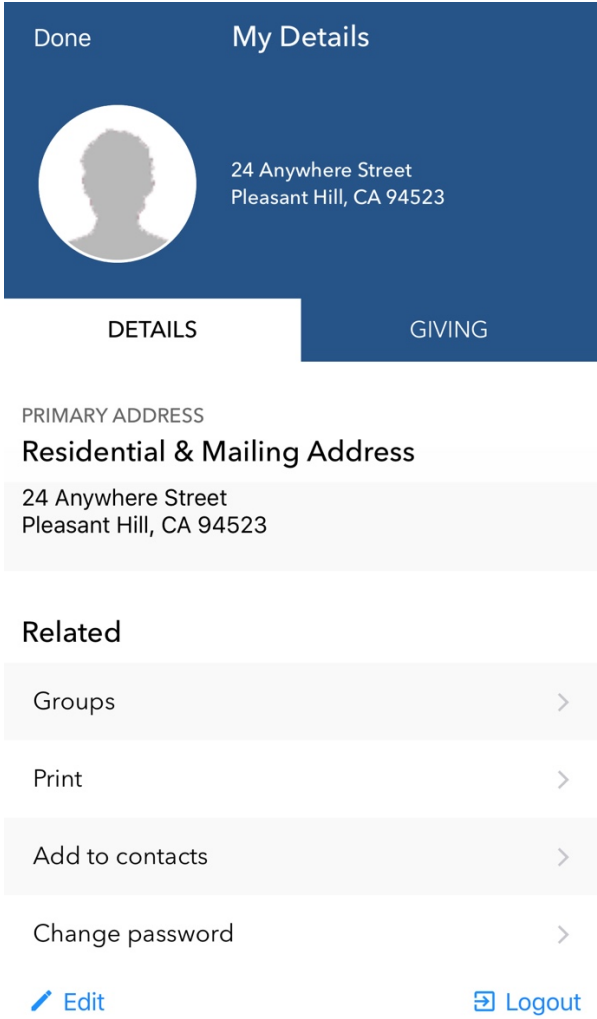
**Groups** shows the church groups you have membership in.

Print gives you the ability to print your information on a printer that is reachable from your device.

Add to contacts gives you the ability to add the information to your contacts.

**Change** your password gives you the ability to do just that.

If you click on the picture, or head if there is no picture, the picture will expand and you will get the opportunity to replace the picture by taking one right then or by retrieving one that is already on your camera roll. You cannot transfer a picture from your computer hard drive except through the desktop application.

If you click on **GIVING** you will see the following picture:
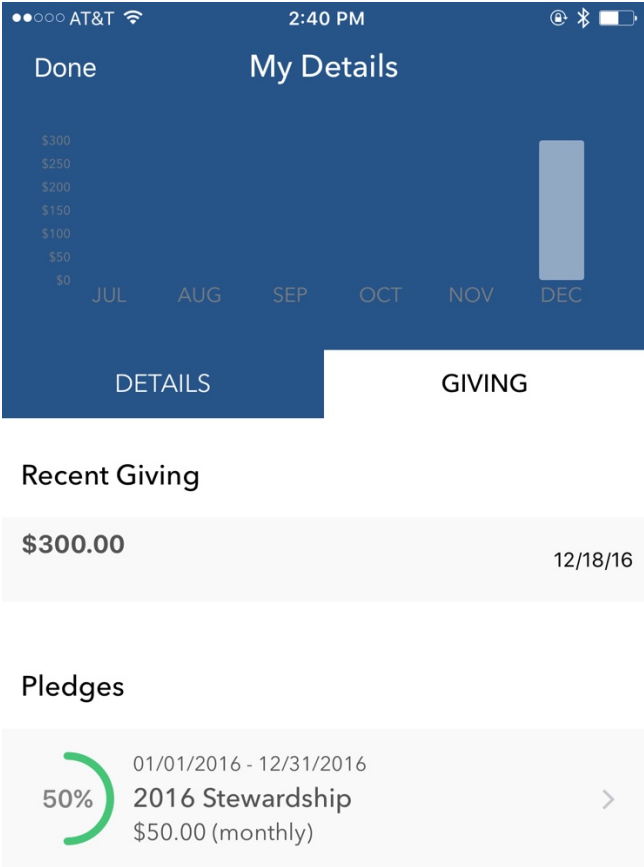
This shows your recent giving, a chart with the last six months of giving, and the progress in the pledge drive(s).

If you click on the right-hand arrow in the bottom right of the display you will see a further breakdown of your pledge drive details.
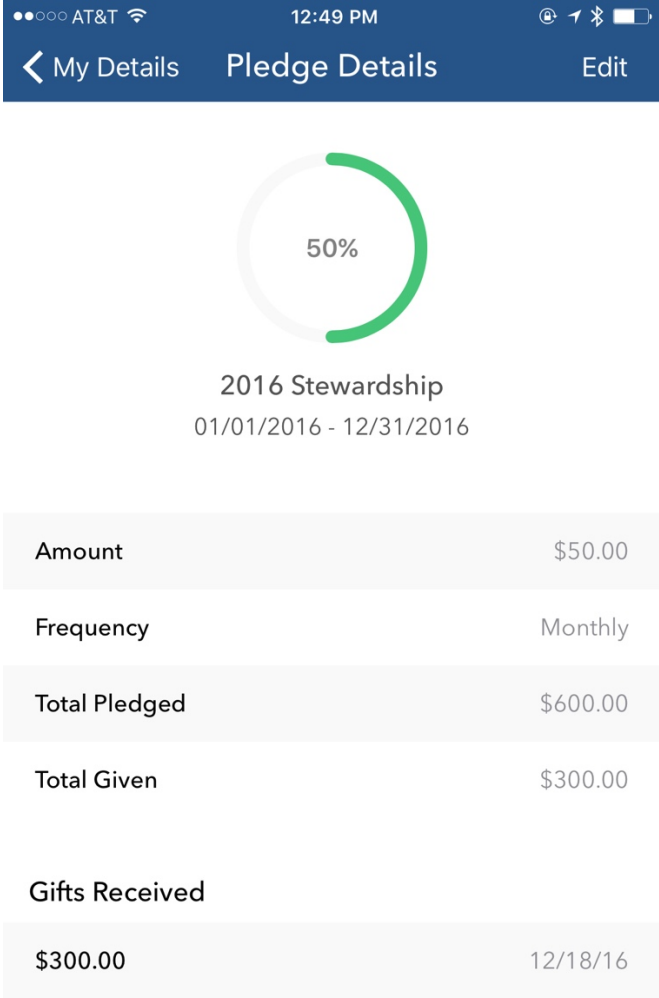
Clicking in the **<My Details** with the arrow in the top left of the screen will take you back to the previous screen and then clicking in the **Done** word in the top left of that screen will return you to the original base screen.

If you click on the **Directory** word and/or icon in the base screen you will see a list of everyone in the congregation.
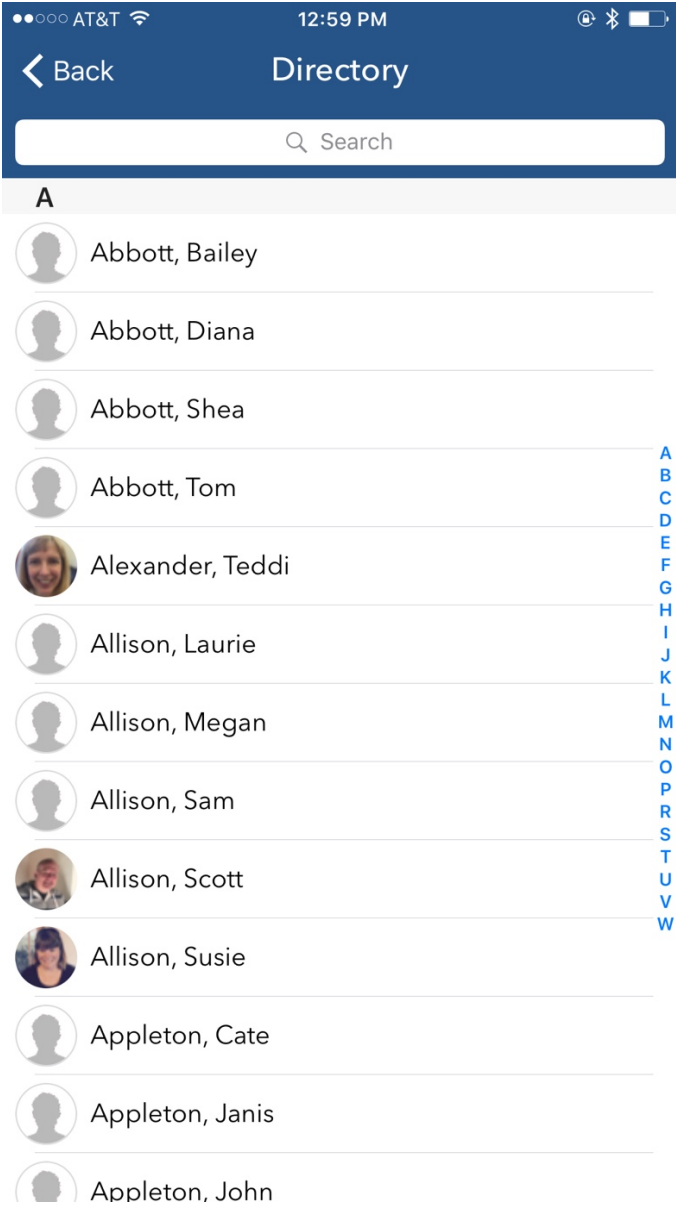
Searching for someone or clicking on a name in the list will bring up details about that person, the **Groups** that person is associated with, the ability to **Add to** your **contacts**, and to make a **Print**ed copy of the data about the person.

The **<Back** takes you to previous screens.