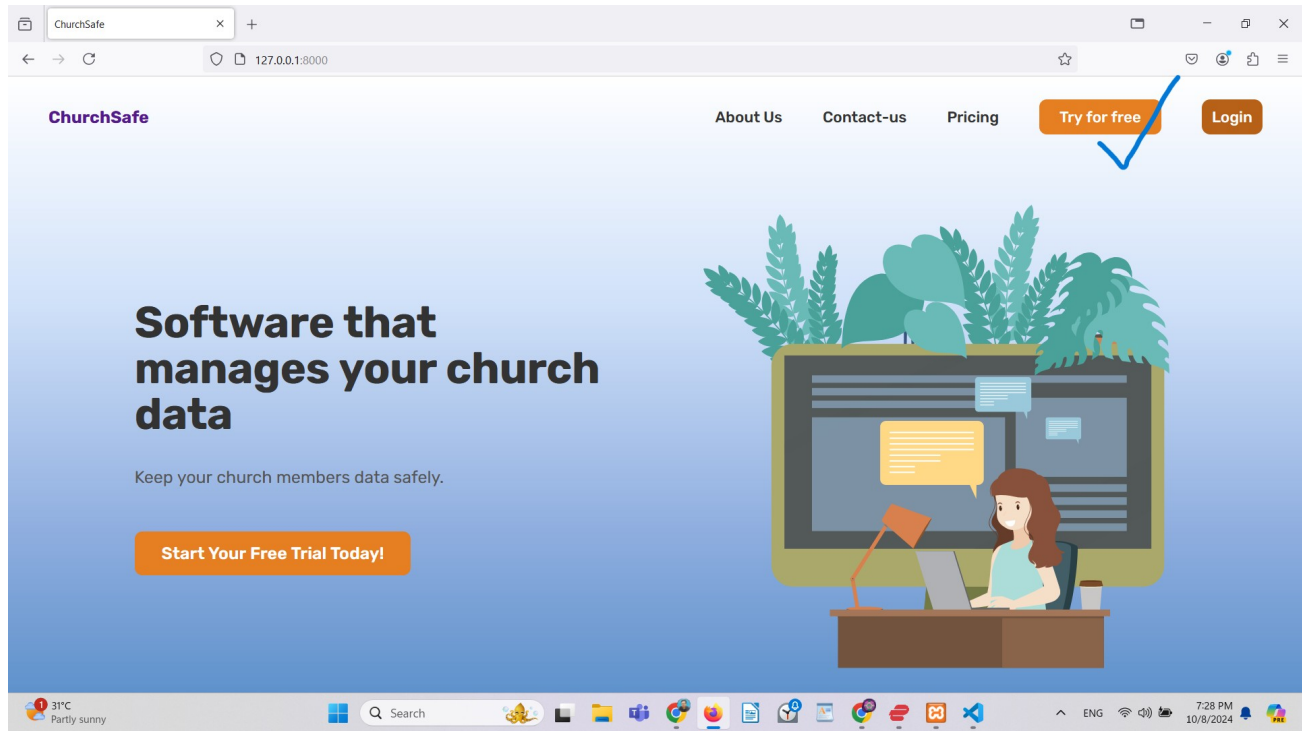


Guidelines for beginners to use ChurchSafe

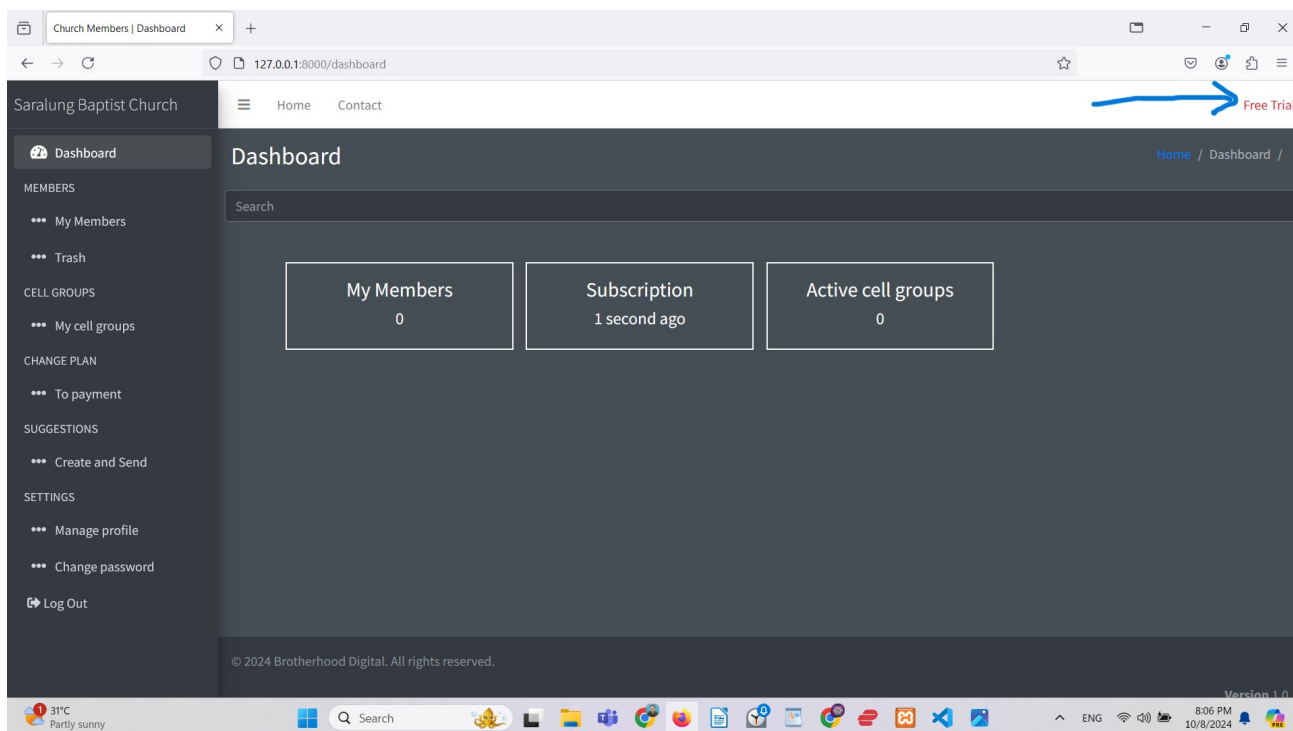
1. Open the website <https://churchsafe.birenjungtech.com>.
In homepage, click the tick mark shown below to register and start 30 days free trial.



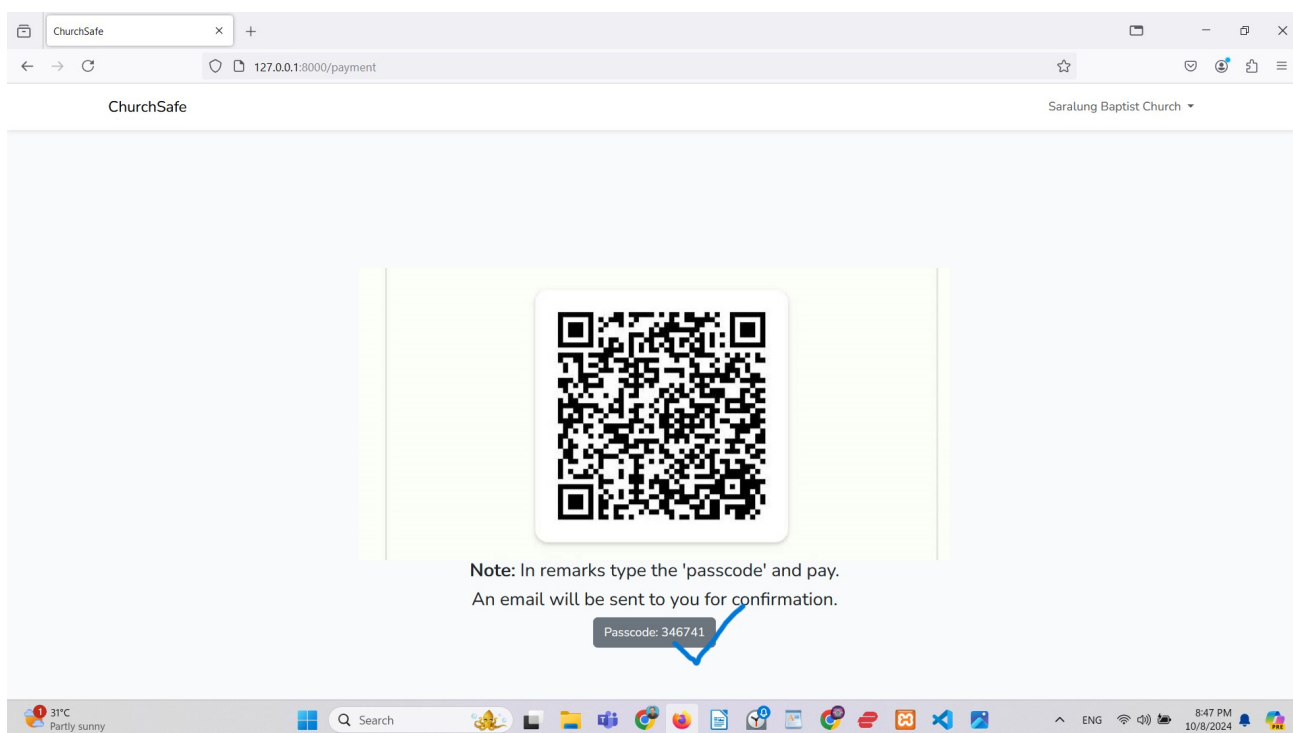
2. Fill the following registration form. If you want to use paid plain, select Paid Plan next to Free Trial.

A screenshot of the ChurchSafe registration page. The browser's address bar shows "127.0.0.1:8000/register". The page is titled "ChurchSafe Register" and includes the note "All fields are compulsory." There are two radio buttons for plan selection: "Free Trial" (selected and underlined with a red line) and "Paid Plan" (also underlined with a red line). The form contains input fields for "Church Name", "Email", "Phone Number", "Address", "Password", and "Confirm Password". A "Back" button is on the left, and a "Register" button is on the right. A link "Already have an account? Login" is positioned above the "Register" button. The footer shows "© 2024 ChurchSafe". On the right side of the page, there is a blue-bordered box containing a quote from Romans 10:9 (NIV) and an illustration of a blue church building with a steeple, surrounded by green trees and a path.


3. Then open your email and click the given link to get verified.
4. If you had selected Free Trial, then you will be redirected to dashboard like below.




5. If you had selected Paid Plan while registering, then after email verification, you will be redirected to the following payment page. Click the tick marked button to copy passcode. Read the Note carefully.



6. Scan the above QR code and put the copied passcode in the remarks section as follows. Make sure the passcode is correct because if you send wrong passcode, we will have problem in approving your account. When your Trial period ends, you can purchase Paid plan in this similar way. You will get a confirmation email after successful payment. Then, you can login and use the application.

 **Bank Transfer**

Destination Bank

NABIL BANK LTD. 

Account Number

1610017505317

Account Holder's Name

BIRENDRA JUNG RAI

Amount (NPR)

7000

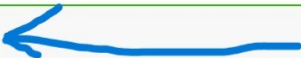
1000

3000

5000

10000

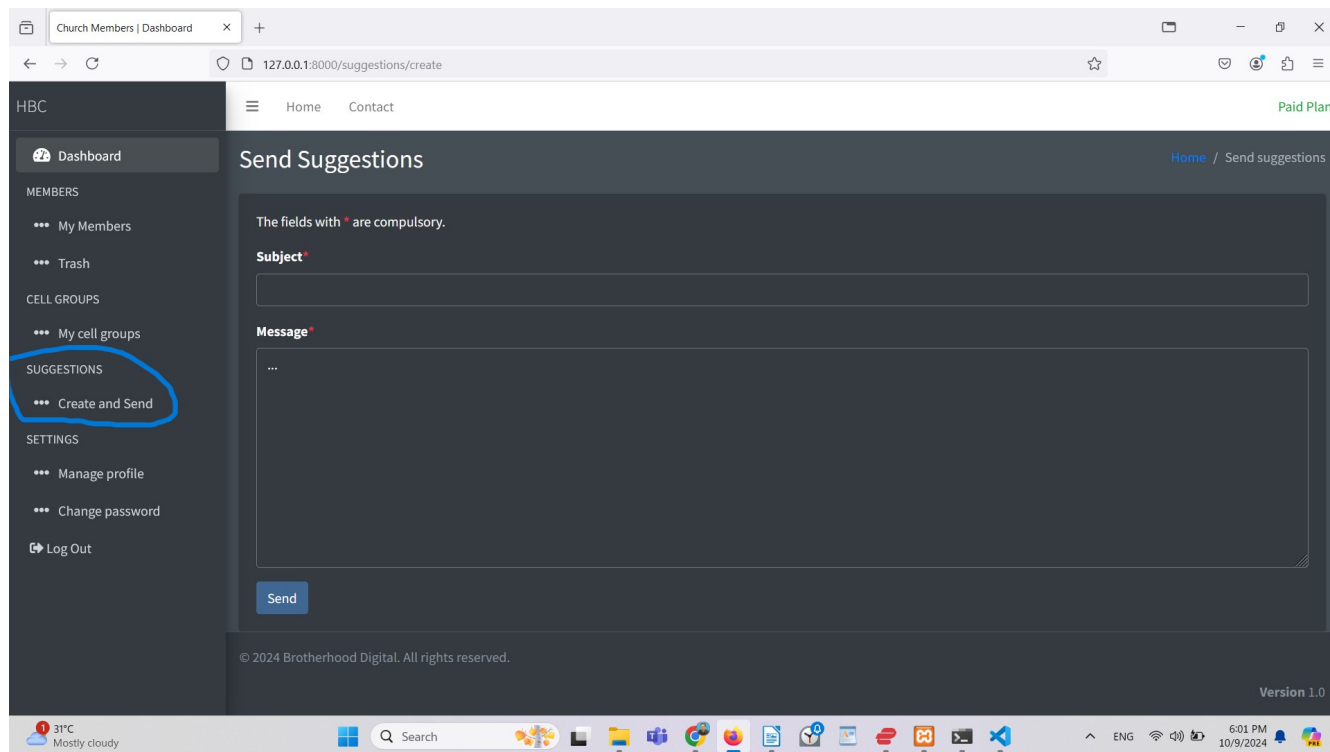
Purpose/Remarks

346741 

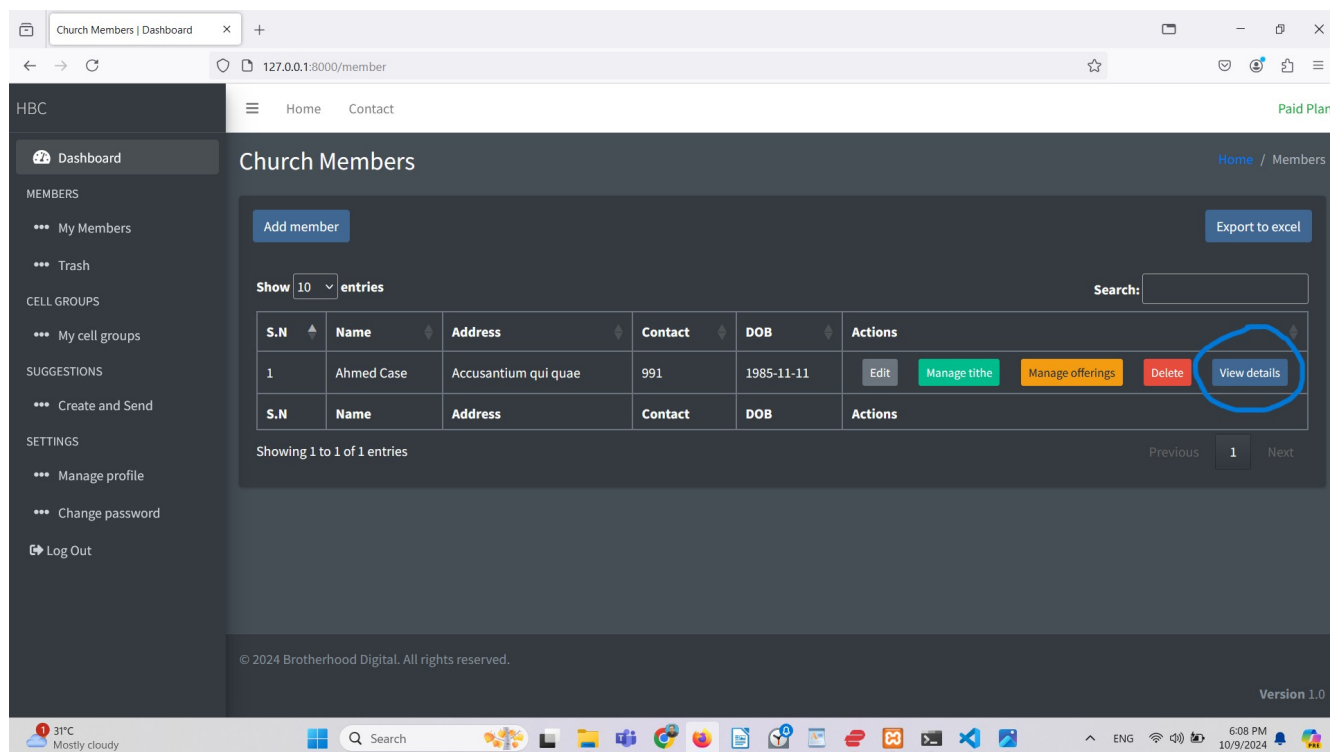
CLEAR

CHECK

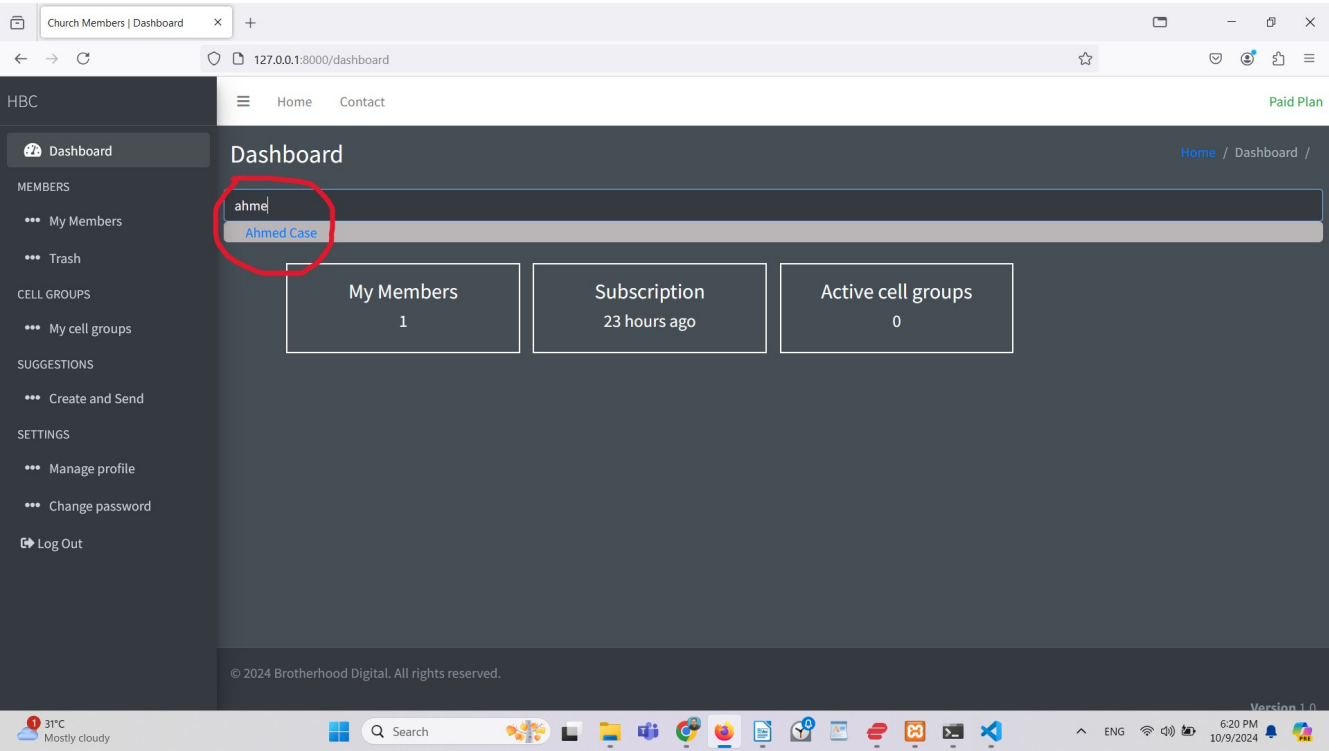
7. After logging in, if you have any question, suggestion, or complaint, you can send them directly to the super admin. We will reply you asap.



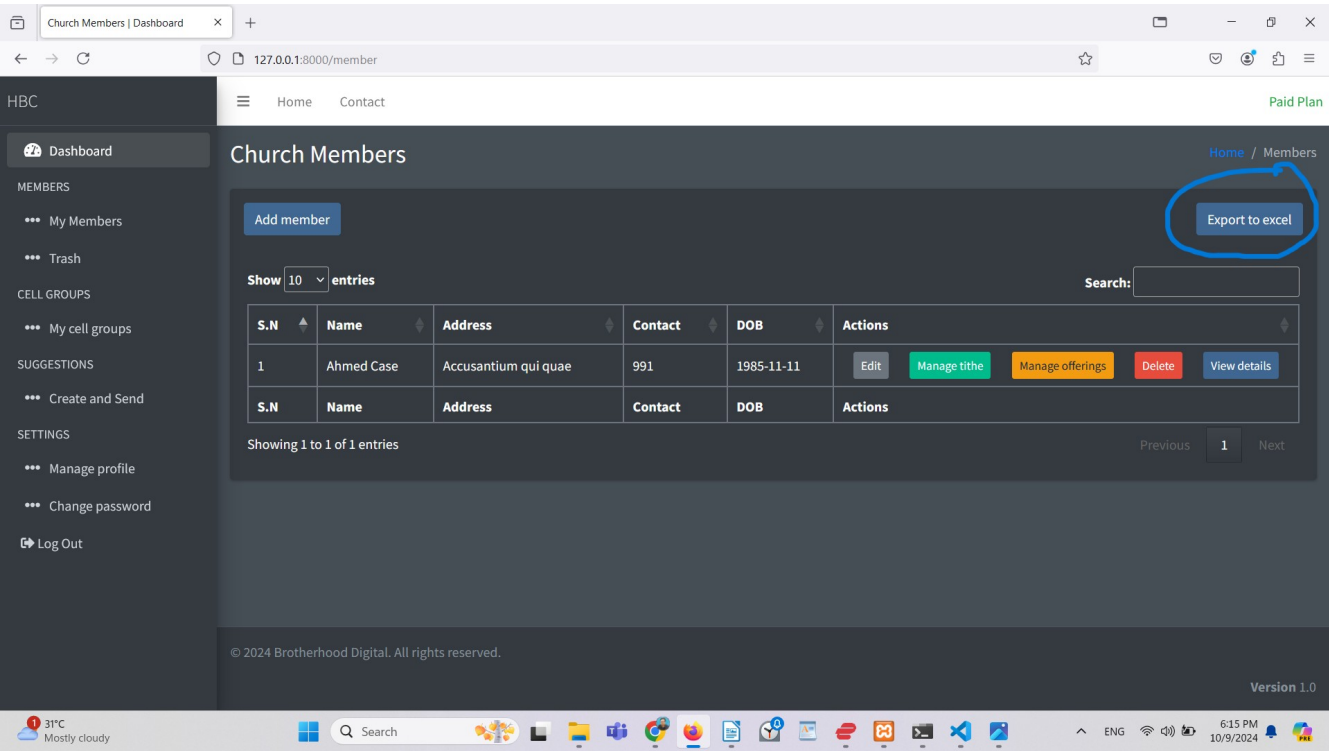
8. If you need to view details of a member, then click the 'View details' button like below.



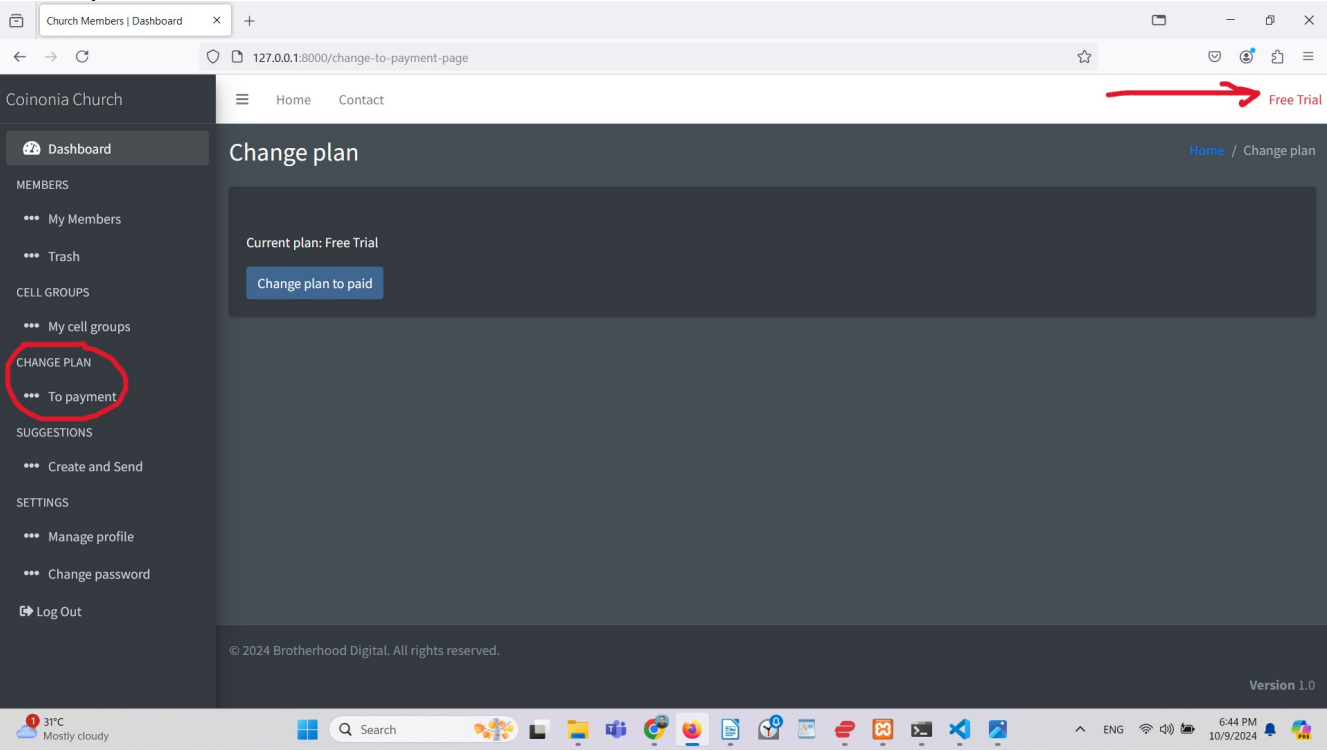
9. You can also search members from dashboard as follows.



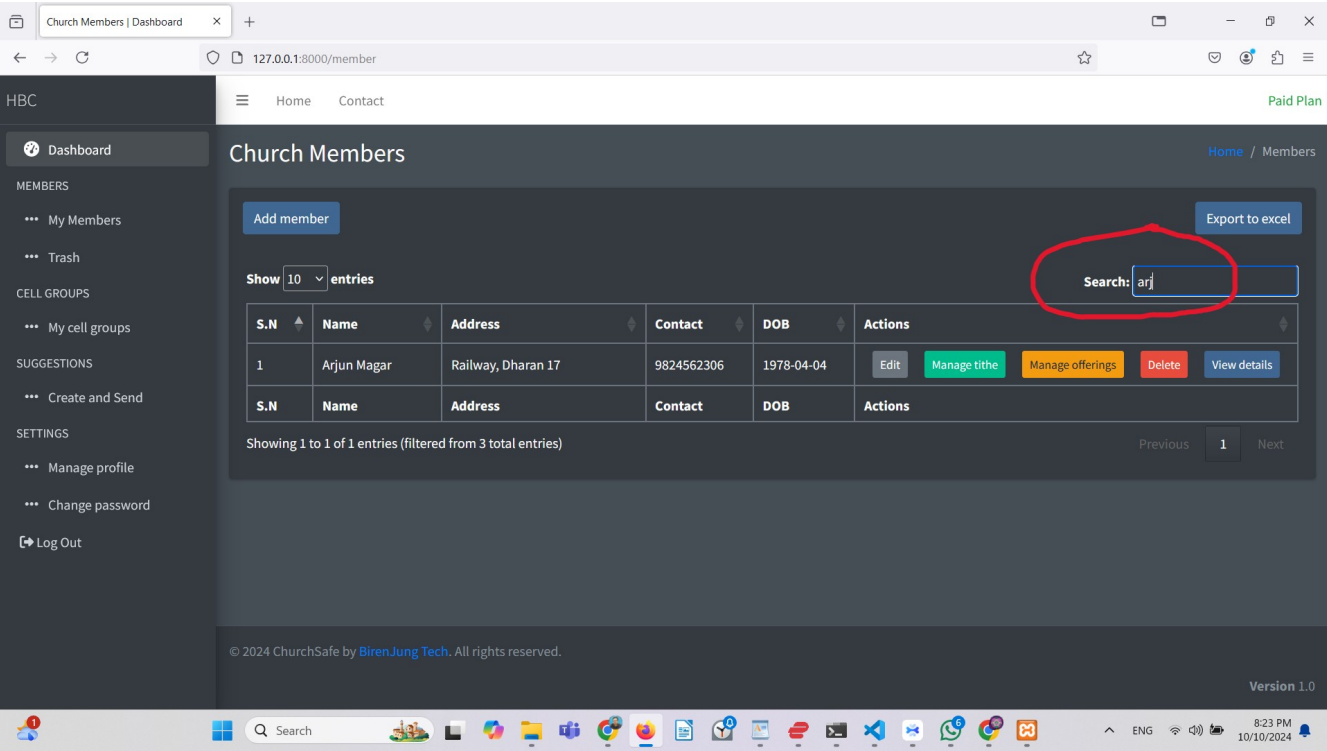
10. You can export your members data anytime you need like below.



11. If you are using free trial and want to change to Paid Plan, you can do it with the following help.



12. All tables have search field as shown below. Using it makes the finding of a record quick and easy.



13. If you want excel data of cell group with all it's member details, you can use the following shown button. You can print that excel for notice.

The screenshot shows a web application interface for managing church members. The left sidebar contains navigation links: Dashboard, MEMBERS (My Members, Trash), CELL GROUPS (My cell groups), SUGGESTIONS (Create and Send), and SETTINGS (Manage profile, Change password, Log Out). The main content area is titled 'Cell Groups' and includes an 'Add cell group' button. Below this is a table with columns: S.N, Name, Chaplin, No. of members, Status, Created at, and Actions. The table contains two entries. The 'Export' button in the Actions column of the first entry is highlighted with a red circle.

S.N	Name	Chaplin	No. of members	Status	Created at	Actions
1	Sion	No chaplin	0	Active	October 10, 2024, 9:23 AM	Edit Add members Export Delete View details
2	Maranatha	No chaplin	1	Active	October 10, 2024, 9:38 AM	Edit Add members Export Delete View details

14. If you have more questions, you can freely contact us from homepage's contact form shown below.

The screenshot shows the contact form on the ChurchSafe homepage. The form is divided into two main sections: a blue section on the left with an illustration of a person at a desk and contact information, and an orange section on the right with input fields for First Name, Last Name, Email, and Phone Number, a large text area for the message, and a 'Send Message' button.

Contact Us
For any inquiry or assistance, please feel free to contact us.

9827383049
info@churchsafe.birenjungtech.com
Hongkong Road, Dharan, Nepal

Thank you!