

FLOCKNOTE

Email and/or Texting Communication Tool

Flocknote is the name of a new innovative communication tool to keep St. Pat's parishioners in the loop! **It is free to join and registration takes minutes.** Communication can be received via email or text message. The parishioner decides the format. Flocknote will allow parishioners to receive parish and ministry news; electronically and timely. Flocknote will keep you up-to-date on events, activities, and news within the parish. After registration, the parishioner decides which messages are received based on interest; ministries (Religious Ed, young adult, etc.), groups (senior luncheon, men's, women, etc.), and committees. Personal information is stored in a secured database and will not be sold or given away to any third-parties.

Register using cell phone text messaging:

FYI - message & data rates may apply based on parishioner cell phone plan.

PLEASE NOTE - If registering via cell phone service has difficulties, please register using Flocknote website process.

1. Send a text message through the cell phone; text **SPCR** to **84576**
2. Once you have successfully sent the text message, a reply text message is received with instructions to either:
 - a. Please click this link to give a little more info and join more groups; **OR**
 - b. You can just reply here with your email address.
3. Reply to the text message by giving your email address and send (option 2-b).
4. After sending the text message, a reply text message "Thanks! I have just sent a verification email to you" is received.
5. Check your email inbox (or junk box) for a message from Flocknote/ St. Patrick Church with subject "Please confirm your email address". Open the email. Click the link in the email and you'll be off to the races.
6. Enter Email or phone number and password. Click the **Sign In** button.
7. The Main Flocknote page left hand column has all the groups and icon features. There will be 4 icons below the St. Patrick Church. The **Notifications** feature (how notes are sent from groups) is the purple **Bell** icon. The **My Info** feature (name, email, cell phone and subscribed groups) is the gray **Person** icon. The **Help** feature is the gray **?** icon. The **Logout** feature is the gray **Right Arrow** icon. The **Home** icon is the **House** icon in the left corner. Clicking on **St. Patrick Church** link displays your Activity Dashboard. The **All Groups** links show ALL groups in St. Pat's Church. The **My Groups** links show the groups you have subscribed/joined.

Register using Flocknote web site:

1. Go to Flocknote web site. Type url address: new.flocknote.com/stpatschurch
2. St. Patrick Church registration page appears. The Registration process asks for a First Name and Last Name. Type either email or mobile phone or both. , Click the green **SIGN ME UP** button.
3. The “Ok, let’s keep going” screen appears. Lick on the group name Senior Luncheon and any others (bulletin, Religious Ed, men’s group, women’s group, youth/young adult ministry) that you would like updates from. Click the green **NEXT** button.
4. The message “St. Patrick Church – ok, we need to verify your email. We’ve sent a link to your email – just click the link and you’re all set” appears.
5. Check your email inbox (or junk box) for a message from the St. Patrick Church with subject “Please confirm your email address”. Open the email. Click the link in the email and you’ll be off to the races.
6. Enter Email or phone number and password. Click the **Sign In** button.
7. The Main Flocknote page left hand column has all the groups and icon features. There will be 4 icons below the St. Patrick Church. The **Notifications** feature (how notes are sent from groups) is the purple **Bell** icon. The **My Info** feature (name, email, cell phone and subscribed groups) is the gray **Person** icon. The **Help** feature is the gray **?** icon. The **Logout** feature is the gray **Right Arrow** icon. The **Home** icon is the **House** icon in the left corner. Clicking on **St. Patrick Church** link displays your Activity Dashboard. The **All Groups** links show ALL groups in St. Pat’s Church. The **My Groups** links show the groups you have subscribed/joined.

Please call or stop by the Parish Office
if you need additional help registering for flocknote.