Planning Center Online

Purpose and Use

What is Planning Center?

Planning Center Online (PCO) is the name of our new church management & database software. PCO will hold our church member directory, our groups list and all event registration information. The more information we add to PCO the more it works for us.

Why use PCO Groups?

Create Opportunity for Church Members to view what your group is all about.

PCO Groups is directly published to the church's groups page. If your group is open and accepting new members, then PCO Groups is how members will hear about your group and contact you to sign up. **Members will be able to access everything going on in your group in one place!**

- **Settings** - Update your group page immediately each semester and let potential members know about your group's unique qualities.
- **Resources** - Add your study materials right to your groups page. no need to email each member.
- **Events –** Add your meeting locations to your group's event calendar and group members will always know where and when your events take place. Easily take RSVP's.

New members can respond directly to your group.

- Email the details of your group to interested members
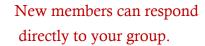- Add new members to your group and give them access to your resources, events & locations

Email your entire group or select recipients.

- No need to set up email lists, PCO keeps all that info in your group

- Email responses are kept in the communications tab, easily to review

- Contact info for each member is easy to access

Easily track attendance each week.

- Use your phone or PC
- This shows the church leadership the activity of your group
- Makes follow up easy if a member misses a few weeks.

Church Health

Knowing who is active in our groups helps to build a healthier church. Connections are more easily made between people and ministry can run more effectively.