



## Instructions to Update Contact Information

Once logged into IGNITED ONLINE,

CLICK: [Home/My Profile](#)

Click [Add](#) or  to add or update phone numbers/emails

Click [Personal Info](#) to update your personal information

Click [Edit/Family info](#) to upload a new family photo

Click [Edit/Personal Photo](#) to upload a new individual photo

You can edit/add pictures for the members of your family. (Note: Changes will not be effective immediately, a change request will be created and processed by church staff.)

**PROBLEMS LOGGING IN:** Please contact the church office for assistance with your login.