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Overview

Fellowship One Launchpad is designed to provide both the church staff and congregation centralized access and single sign on to other Fellowship One applications and websites. Launchpad is also a convenient place for users to update individual and household information.

Login to Fellowship One Launchpad website for instant access to:

+ **Fellowship One Dashboard**- View Key Performance indicators like Attendance, Giving and Attributes
+ **Fellowship One Teacher**- Teachers can view and manage students who have checked in to their classrooms
+ **Fellowship One Coordinator**- Service Coordinators can balance room occupancy for all rosters within the activity and move volunteers and participants between rooms
+ **InFellowship**- Congregational portal
+ **Fellowship One Portal**- Main church database

System Requirements

The Fellowship One Launchpad website is optimized for use on any mobile tablet device such as the Apple iPad or Microsoft Surface. It may also be used with smart phones and desktop or laptop web browsers.

*Note:* On small screens, such as smart phones, certain features may be omitted or displayed differently than on tablets or devices with full-sized screens.
Sign In to Fellowship One Launchpad

1. Navigate to launchpad.fellowshipone.com/#/login/churchcode
2. Enter InFellowship **Username** and **Password**
3. Tap **Sign-in**

   + If you do not have an InFellowship account, tap the **Sign Up!** Link
   + Select **Remember me** checkbox to save your credentials
   + Tap **Forgot Password?** To reset your password

Sign Out of Fellowship One Launchpad

1. Tap **icon**
2. Tap **Sign out**
Open Fellowship One Apps or Websites

1. From Launchpad main page, tap the required icon

2. From any page in Launchpad, tap to open quick navigation menu, then choose required icon.

Tap to return to main page.

View and Edit Account Information

1. Tap
2. Tap My Account

Note: All changes made to profile information in Launchpad are reflected in the Fellowship Portal.
View or Edit Profile

1. To update profile picture click **Change**, then browse and select a new picture from your computer. Photo cannot exceed 1MB.
2. To update individual information, enter or edit the information as necessary.
3. Tap **Save**

Tap Close or 👤 to return to the main page.

Update Email and Password

1. Tap **Password settings**
2. Edit email and/or password
3. Tap **Save**

Tap Close or 👤 to return to the main page.
Update Privacy Settings

1. Tap Privacy settings
2. Tap required level of privacy for each question
   
   **Note:** Church staff is always permitted to view all profile information

3. Tap Save

   Tap Close or to return to the main page.
View or Update Household Information

1. Tap **My household**
2. Enter or update household communication values and address as required
3. Tap **Save**
   Tap **Close** or to return to the main page.