

COMMUNICATIONS TOOLKIT HELP GUIDE

Central Mailbox

Google Account:

<http://www.gcflearnfree.org/googleaccount/creating-a-google-account/full>

Central Telephone

Google Voice:

<https://support.google.com/voice/answer/150640?hl=en>

Online Address Book

Manage Contacts:

<https://support.google.com/mail/answer/1069522?hl=en>

Delegate Contacts to an Assistant:

<https://support.google.com/a/answer/2590392?hl=en>

Online Calendar

Manage Calendar:

<https://support.google.com/calendar/answer/2465776?hl=en>

Online Payments

Google Wallet:

<https://support.google.com/wallet/answer/6285508?hl=en>

How to Set Up a PayPal Account:

<https://www.paypal.com/vu/cgi-bin/webscr?cmd=xpt/Marketing/general/how-to-set-up-a-paypal-account-outside>

Eventbrite: <https://www.eventbrite.com/how-it-works>

Online Volunteer Sign-Ups

Signup Genius: <http://www.signupgenius.com/how>

VolunteerSpot: <http://www2.volunteerspot.com/faq>

Volunteer Hours Tracking

Signup Genius: <https://www.signupgenius.com/pro>

VolunteerSpot:

<https://signup.com/Group/529092126088>

Track It Forward: <https://www.trackitforward.com>

Online Invitations

Evite:

<http://www.wikihow.com/Make-an-Evite>

Pingg: <http://www.pingg.com>

Punchbowl: <https://www.punchbowl.com>

Facebook Events:

<https://www.facebook.com/help/ipad-app/210413455658361>

Social Media

How do I create a Page?

<https://www.facebook.com/help/104002523024878>

Twitter: Signing up with Twitter:

<https://support.twitter.com/articles/100990>

Instagram:

<https://help.instagram.com/1642053262784201>

Document and Photo Storage

Google Drive:

<https://support.google.com/drive/answer/2424384?hl=en>

Facebook Albums:

<https://www.facebook.com/help/149402711863547>

Website

How to create a free Google web site:

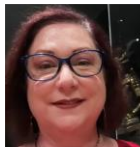
<https://www.youtube.com/watch?v=PlzAFs-YbD4>

Free Wordpress web site designs:

<https://www.youtube.com/watch?v=WXXVcnmsao>

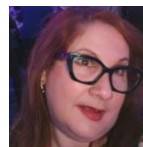
CONTACT US

Chave Johnson



- OLG 2nd Vice President
- Sacred Heart parish
- SCHCCWTampa@gmail.com
- 813-298-6556

China Pacheco



- SPDCCW Editor
- Sacred Heart parish
- cpacheco64@verizon.net
- 813-785-0889