



How to upload your photo to myFirstChurch

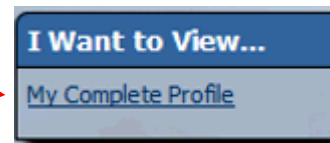
Select a photo that you like the best for including in the printed Church Directory. Crop it to be a closeup of the head(s), not a distant shot. Feel free to email it to patlarrabee@hotmail.com for cropping and or other edits if you do not feel comfortable with editing.

Upload your photo

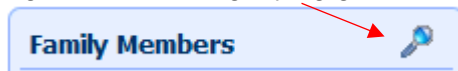
1. Go to fccog.org and click  on the top right.

2. On the next window, **Sign In**. If you have not yet signed in, go back to the fccog.org homepage and click  for first-time login directions.

3. Once you are signed in, click **My Complete Profile** in the upper left.



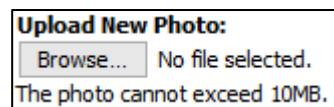
4. On your profile page, click the magnifying glass icon to the right of Family Members.



5. On the Family Information tab, click **Edit**.  on the upper right.

6. On the Family Change Request tab, click **Family Photo**.  on the upper right.

7. On the Family Photo tab, under **Upload New Photo**, click **Browse**, then navigate to the photo on your computer that you want and click **Open**. You will now see the photo. Click **Save**.



Once the myFirstChurch administrator, Steve Summerton, has approved your change, you will see the photo when you click **Directories / View a Family Directory with Photos**.