

Training Session Topic #1

1. How to access and log into CCB.

In short, you can either be SENT the login information via an activation email or REQUEST access. We will be sending everyone their initial login information on 2/22/2021. So, look for that email. If you cannot wait or do not receive it, you can go to <https://drlc.ccbchurch.com> and under the LOGIN button click "Request Account" (pictured below) and fill out the form. If approved, login information would be sent to your email.

Divine Redeemer Lutheran Church

Username

This field is required

Password

This field is required

Keep me logged in for 30 days

LOGIN

Request Account

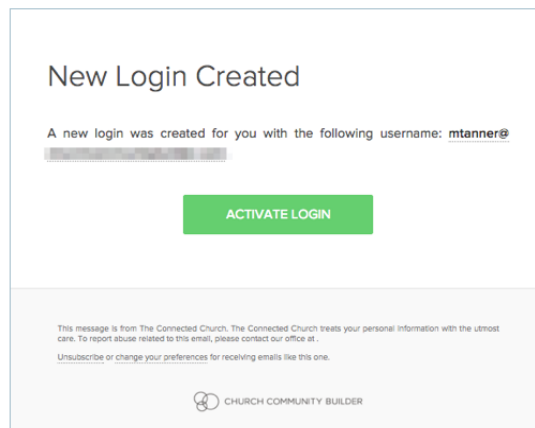
Forgot Password?

Or

By default, the software will use the email address in the Profile as the username. If the profile's email address is already in use as another Profile's username, each username must be unique, so the software will use the first and last name of the person as the username (e.g., janedoe).

This is what the activation email looks like:

An activation email allowing the person to activate their Login and set a password will be sent.



Once you are set up with access, you may change your password at any time. Just go to your profile > Actions > Username/Password.