

Creating a myMountZion account

1. Using an internet browser, go to www.mountzion-umc.org
2. Click the Resources tab on the top menu to go to the Resources page.
3. Click the [myMountZion](#) button.
4. The myMountZion sign in screen will display.
5. To register for a new account and password, click the “click here” link - as shown in this graphic →



Sign In

E-mail Address or User Name
[Text Input Field]

Password:
[Text Input Field]

Remember me **Sign In**

Forgot your [password](#) or [user name](#)?

Need a login? [Click here](#)

ACS Technologies [Privacy Policy](#) | [Terms of Use](#) | [Compatible Browsers](#)

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6. Enter your first name, last name, and E-mail Address. The suffix field is optional. When you have entered the information, click the **Find Me** button.

Note: Your *First Name*, *Last Name* and *E-mail Address* MUST match with our database or you will not be given an account. If your first attempt fails, try variations of your first name (e.g. Dave vs. David). If you continue to have difficulty creating an account, send an email describing the issue to info@mountzion-umc.org and we will contact you with the correct login information.

7. Once the steps above are successfully completed, you will receive an email containing your username and password for logging in to myMountZion. When you have received the email, return to [myMountZion](#) on the church [web site](#).
8. Enter the username and password sent to you by email in the fields provided and click the *Sign In* button.



The screenshot shows a web form titled "Account Sign Up". At the top, it says "Don't have a user name and password? Enter your information and click **Find Me**. An e-mail containing your login information will be sent to you shortly." Below this is a large text input field for "E-mail Address". Underneath are three smaller input fields: "First Name", "Last Name", and "Suffix". The "Suffix" field is a dropdown menu. A blue button labeled "Find Me" is positioned to the right of the name fields. At the bottom of the form area, there is a link that says "Already have a login? [Click here](#)".

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9. The system will require you to change your password with the first successful login. Enter a password of your choice.

As you create your password, remember the following:

It **should not** contain your user name or e-mail address.

It **should not** include any of the following characters: < & > / \ ; % [space]

It **should** contain two or more numbers.

It **should** contain both lower and upper case characters.

It **should** be over 8 characters long.

The confidentiality of your data is our utmost priority. Only the data that we print in our existing church directory is available online to registered users. Furthermore, you can still opt-out of the online system by setting your personal profile, or by notifying us at info@mountzion-umc.org. Our software provider is ACS Technologies, the largest developer of church management software in the industry. They have a secured Website that we access which is housed in a secured data center and is subject to period security audits to ensure safety and privacy of your data.

What can I do in myMountZion?

- View or update your member profile.
 - Mailing address
 - Phone number(s)
 - Email address(es)
 - Contact preference
 - Newsletter delivery preferences
 - Other profile information
- Opt-in for text messaging
- Send messages to your committees and teams
- Add family and individual pictures to your member profile.
- Search for other member's contact information.
- Print membership directories (with and/or without photos).
- Make online gifts
- Track giving
- Track giving against pledges