EMAIL YOUR GROUP https://youtu.be/IWym6mMt9iM

1. If logged in, your name will be in the right-hand corner (if not, log in first). Click on your name, then click "My Account."

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		CoE22 / My Account / Group Toolbox Groups	Test Dissiple Group			LOG OUT				
		Mixed Knapp/Kelemen 32082 (Leader 🛪)	This group is over capacity by 4 individuals.							
		Mens Wilson 32082 (Member)	Group Details: Type: Mixed Group Time of Day: PM	Leader • Ge	rs: reg Knopp (Lender)					
		Compassion Volunteers (Member)	Day of Week: Sunday Online Only: No Childcare: No Meeting Method: Virtual							
) Mens Maxwell 32224	On Break: Yes			Refe				
		(Coach) Mens Candido 32224 (Coach	Rotter Attendance							
	▶ • 0:15/2:4				Garri Lynn Darter (Member)		CC	۵		- []

2. Click on the name of your group on the left side.



3. Scroll down and in the lower right, click, "Email Roster."

E The Church of Eleven22			VISIT	CONNECT	SERMONS	EVENTS	ABOUT	GIVE	HELLO GREG 🗸
Mens Phipps 32224 (Coach)	R	Greg Knapp (Leader) (904) 252-8192 (Mobile)							
Mens Jester 32250 (Coach)		gregory.knapp@coe22.com						+	Add Member 🛛 Email Roster
Mens Daniels 32082 (Coach)									\sim
San Pablo (Discipleship Minister ★)									
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4. The default setting emails your entire group. Click the "X" next to any name you DON'T wish to email.

The Church of Eleven22		VISIT CONNECT	SERMONS	EVENTS	ABOUT	GIVE	HELLO GREG -	Q,
To: 5 People								
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5. Scroll down to fill out the "Subject" box, then scroll down to the box that looks like an email. Write your email. **If anyone in your group clicks "reply" to your email, it will go to disicplegroups.coe22.com. Not good. So, include in your email the address you would like them to reply to.*

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6. Scroll down and click, "Send Communication."

The Church of Eleven22	VISIT	CONNECT	SERMONS	EVENTS	ABOUT	GIVE	HELLO GREG -	Q,
((Title)) ((Type Message here))								
The Church of Eleven22™								
Send Communication								