how to post group attendance

POST ATTENDANCE THROUGH YOUR COMPUTER/SMARTPHONE

- Go to fellowshipjackson.com/my-groups
  Click "Login"
  Enter your username and password.
  Click the "GroupLife" button under your group.
  Select the "Attendance" Tab.
- Confirm the date you are recording attendance for *(in the dropdown menu next to events)*.
- Check the box next to each attendee present.
  Close out the page.

POST ATTENDANCE THROUGH THE FELLOWSHIP APP

- Scroll down and select "GROUPS"
- Select "MY GROUPS LOGIN"
  Click "Login"
  Enter your username and password.
  Click the "GroupLife" button under your group.
  Select the "Attendance" Tab.
- Confirm the date you are recording attendance for *(in the dropdown menu next to events)*.
- Check the box next to each attendee present.
  Close out the page.