

# Create an ACST Account for MissionInsite

You must have an [ACS Technologies \(ACST\)](#) account to register for MissionInsite.

## Context

If you don't already have an ACST account, you must create one before you can register for MissionInsite.

When creating an account, you can choose to enter your contact information (all fields are required) or sign in with a third-party account such as [Google](#) or [Microsoft](#).

If you're already using another ACST product and have an account, sign into that account and register.

## Procedure

- 1 Navigate to [app.MissionInsite.com](http://app.MissionInsite.com).
- 2 Click [Registration](#).
- 3 Under [Welcome to MissionInsite Registration](#), click [Next](#).
- 4 Under Create Account, enter your [Email Address](#), [Name](#), and [Password](#), then click [Create Account](#).
- 5 After you enter your information, the confirmation message displays. Check your email and click the link to verify your ACST account.
- 6 In the original window, click the link to sign into your ACST account, where you can [register for MissionInsite](#).

# Register for MissionInsite

With an [ACS Technologies \(ACST\)](#) account, you can register for MissionInsite.

## Before you begin

Each user should register **ONLY** once, and an agency administrator must approve each new registration.

**NOTE:** You can only have one email address and password for MissionInsite. If you need access to a local church or organization as an agency user, contact your agency administrator to add additional study area options to your login.

## Procedure

- 1 Navigate to [app.MissionInsite.com](https://app.MissionInsite.com).
- 2 Click [Registration](#).
- 3 You must create an ACS Technologies (ACST) account or log into your account if you already have one. To do this, click [Next](#).
- 4 If you [already have an ACST account](#), click [Sign In](#). If you do not have one, see [Create an ACST Account for MissionInsite](#).
- 5 Under MissionInsite Registration, enter the [Agency Account Number](#) your agency provided, then click [Next](#). **AGENCY ACCOUNT ID: B7D8K**
- 6 In the drop-down lists, select your [City](#) and [Location](#).
- 7 Read the terms of service, then select [Accept Terms](#).
- 8 Click [Register](#).

## Result

Once you register for MissionInsite, your agency administrator must approve it. When this happens, you'll receive another email.

If you don't receive the email, please don't try to register again. Contact your agency administrator.

# The MissionInsite User Assistant

The User Assistant is a navigation aid.

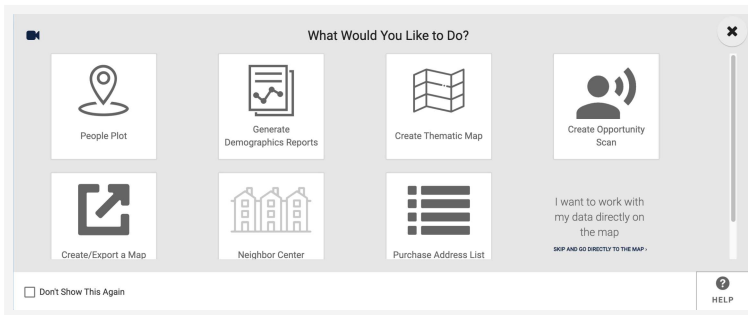
After you login, the MissionInsite User Assistant displays essential mapping and community



discovery building tools. To display the assistant at any time, in the Control Center, click

- [People Plot](#)
- [Generate Demographics Report](#)
- [Create Thematic Map](#)
- [Create Opportunity Scan](#)
- [Create/Export a Map](#)
- [Neighbor Center](#) or [Prospect Center](#)
- [Purchase Address List](#)

Figure 1. MissionInsite The User Assistant



People Plot	Plot congregants' data on the map or upload data into MissionInsite. This lets you see where congregants are to make effective decisions.
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Generate Demographics Report	Generate a custom or predefined report. Start by selecting or drawing geographic boundaries, then choose a predefined report or create a custom report.
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Create Thematic Map	Display mission realities and opportunities on a map down to the neighborhood level. You can choose from more than 76 demographic variables and customize the map's geography size and color palette.
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Create Opportunity	View potential ministry opportunities based on current population estimates and projections based upon census data. Opportunity
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Scan	scans let you target specific demographic variables, analyze and identify regional, community, and neighborhood ministry potential, and determine top ministry target areas. Start by selecting or drawing geographic boundaries, then choose demographic variables. You can scan by geography to create a custom map and select strategic ministry targets.
Create Export Map	Export a map of a selected geographic area. You can choose map overlays and plot data.
Neighbor Center or Prospect Center	Enter an address to find and plot neighbors or prospects based on attributes such as gender, marital status, age, children in household, and more.
Purchase Address List	If you want to create a mailing campaign to reach local and surrounding communities based on data points, purchase an address list. Addresses are updated regularly, and you can view pricing. You will receive a .csv file from MissionInsite. We do not create mailers, and you are responsible for sending the mailing and all postage costs.

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