

IMPROVED

MANAGEMENT

and

ENHANCED

DATA

in **MISSIONINSITE**



As you strive to help people in your organization plan outreach and ministry opportunities, you aim to provide data and insights that drive them in the right direction. As your partner in ministry, it's essential we provide you with user-friendly tools to manage people in your agency and the data they can access to keep moving their ministries forward.

MissionInsite is a powerful tool for learning about people in your congregation and community. We've been working hard to make updates and enhancements to help you get more out of MissionInsite as an agency user, including:

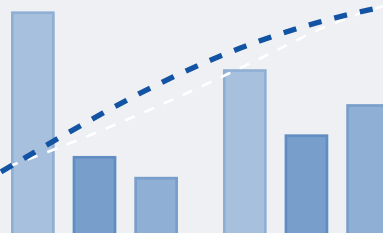
- **New and improved user management screens,**
- **Updated demographic data,**
- **Expanded custom people types,**
- **New people upload editing process,**
- **A new global ACS Technologies account with single-sign-on,**
- **And more!**

Plus, we've made back-end modernization changes to MissionInsite to enable growth and stability moving into the future. While you won't see these back-end changes as a user, you will notice:

- **Better and faster performance.**
- **Faster development for new features in the future.**
- **Improved reporting.**
- **New data sets added and integrated more quickly moving forward.**

As an agency, your users will all be migrated to the new version of MissionInsite at the same time. If you've chosen to be an Early Adopter, your users will have the opportunity to provide feedback during that phase. If you've chosen not to be an Early Adopter, we'll contact you once the new version is released for general availability to schedule your agency's migration date. Once you migrate to the new version, you will not be able to return to the old version.

This guide will walk you through MissionInsite's updates and enhancements and explain how you can now better manage your users.



More Unified User Management

Managing users within MissionInsite in the past could be a challenge. Your options were spread across many screens, and you had to click into a user's profile to edit individually, causing you to spend more time trying to find what you needed.

Now, you can spend less time changing screens and more time managing your users all from a single screen in MissionInsite.

From your user management screen, you can still get your invite link for your agency and can now download your user list.

Take advantage of the new Search feature! You can search for someone by typing in their email address or search by users with certain permissions or study access. Also, new filter options allow you to show only active users or only guest users.



Wait, did we say guest users? We've heard many of you need cross-agency collaboration, so we're introducing Guest Accounts! Let's say you're an agency admin, and you need to work with a user from a neighboring judicatory (diocese, presbytery, etc.). That user is in a separate agency, which means you need an easy and clear way to have them as a guest where they can only access the data you need to share. You can now invite them as a Guest Account and control their permissions and study access for your agency without affecting their roles and permissions in their primary agency.

Now, back to the single screen. Your user management screen now has drop-down menus for easily assigning, changing, or updating Permissions and Study Access. This gives you quicker access to view each user's settings and edit them quickly as needed instead of clicking into each user to do so.

New Features in MissionInsite

Broader terminology changes

We recognize that all agencies using MissionInsite are not churches, as we serve a number of faith-based organizations as well. We've made a few terminology changes to fit these better.

Permissions

- Registered User is now a Standard User
- Church Admin is now the Study Manager
- Agency Admin is now the Agency Manager
 - Agency Admins without the User Manager role previously will no longer receive emails to approve or deny new users.*
- The User Manager role has been removed, and we've added a new role of Agency/User Manager. This role will have the same permissions as the Agency Manager role but can also manage users.
 - This role will be applied to users who previously had the roles of Agency Admin and User Manager.*

New User Login Experience

We've been working to bring all of our solutions under the same umbrella, which means allowing users to use the same login information for their ACST accounts. This increases security within the login process as we now manage most of our ACST accounts (Realm, Go Method, Growth Method, and MissionInsite) through the same platform. While we can migrate your username and other user data, we aren't able to migrate your password for security reasons. This means you'll need to reset your password when you first log in.

[CLICK HERE FOR A STEP-BY-STEP TUTORIAL](#)



Updated demographic data

You depend on the data in MissionInsite to drive your plans and opportunities for church planting, growth, missions and outreach efforts, and more. To do this, you need the most up-to-date insights you can count on. We've updated the demographic data with the latest Census (2020) available, as well as updated PopStats, Epsilon, and Mosaic®.

Expanded custom people types

We understand the frustration many felt when uploading a people list and hitting barriers with the fields needed for creating your own people type. Now, You can choose any combination of field types you need up to the maximum number of fields (20). If you want all 20 to be text fields, go for it! Or, you can use our two new field types - True/False and List. These new options will give you more control over how your values are uploaded.

New people upload editing process

You'll now see a more streamlined process for uploading an Excel file of people into MissionInsite. This includes the ability to edit or fix any errors with the data inside the dialog screen before finalizing the upload. Also, watch for the new progress bar so you can know what step you are in the upload process.

Better Map Views

The maps in MissionInsite are a large part of your plotting and data journeys inside the solution. This is why we wanted to make them easier to view and more up-to-date. We've included an update from Mapbox to the base maps you'll see under all of your data layers. You'll also notice muted colors for labels to make them easier on the eyes and a new layer stacking functionality so you can choose what order to stack your layers, making the lines easier to see and making the most sense for your applications.



Where do you start to educate your users about the new MissionInsite?

Now that you understand the changes and new features in MissionInsite, we want to offer a plan for implementing this new version within your agency.

Prepare Your Users

You've already taken the first step by downloading this guide from the toolkit! The next step is to use other materials in this toolkit to prepare your users. Here are some tips to guide you:

1. Use the email template provided to share the User Guide and other resources with your users. This will give them a heads-up about the changes and enhancements coming soon and show them how these will improve their experience with MissionInsite.
2. Watch our [recorded webinar](#) to get a more in-depth look at the changes you can expect to see, and share this with your users as well.



3. Once you get the migration dates from our ACST team, remind your users. Keep them in the loop so they know when to reset their passwords and start utilizing the new features and enhancements in MissionInsite.

Another reality: choosing the right ministry partner matters.

The know-how you need from experts you trust.

ACS Technologies is the original pioneer of Church Management Software (ChMS). But we don't just know technology and software, we know how to help you put it to best use to keep parishioners engaged, feeling welcome, and their pastoral needs tended to. We are evolving and changing to meet the changing needs of the Church. We're with you every step of the way.

Tools and support to strengthen churches.

We build great software, but we don't stop there. We have a "service-first" approach that truly sets us apart. With hundreds of dedicated support and consulting personnel, your staff can reach our team 24/7. We're in your corner to help you with the challenges you and your staff face every week.

Ideas and solutions powered by integrity.

Integrity is real for us, and it means consistently being faithful stewards by doing the right thing for church success. We have earned the trust of parish and diocese staff, our employees, and colleagues for over 40 years.

A plan to meet your needs and move your ministry.


We're not just interested in satisfied customers. We see ourselves as your real ministry partner and will work with you to make disciples who are formed and confident in sharing their faith with others. We're excited to talk about your goals, create a plan together, and set you up with the software, service, and resources you need.

We believe in YOU!


ACS Technologies believes in the local church. Over 75% of our team has experience serving in their local churches. We know firsthand that serving the Church means serving people, and we take seriously our commitment to helping ministries like yours achieve their God-given mandate - to make disciples in their communities, states, and across the world.

Let's Talk

We know the challenges of switching or implementing new technology—it can be intimidating! But we also know the unbelievable changes that have happened within churches that have partnered with us. Let's connect and see how we can assist you in the greatest thing you do - proclaiming the good news of Jesus Christ.

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