# LDS Website for Leaders

What this covers

Logging in accessing LCR

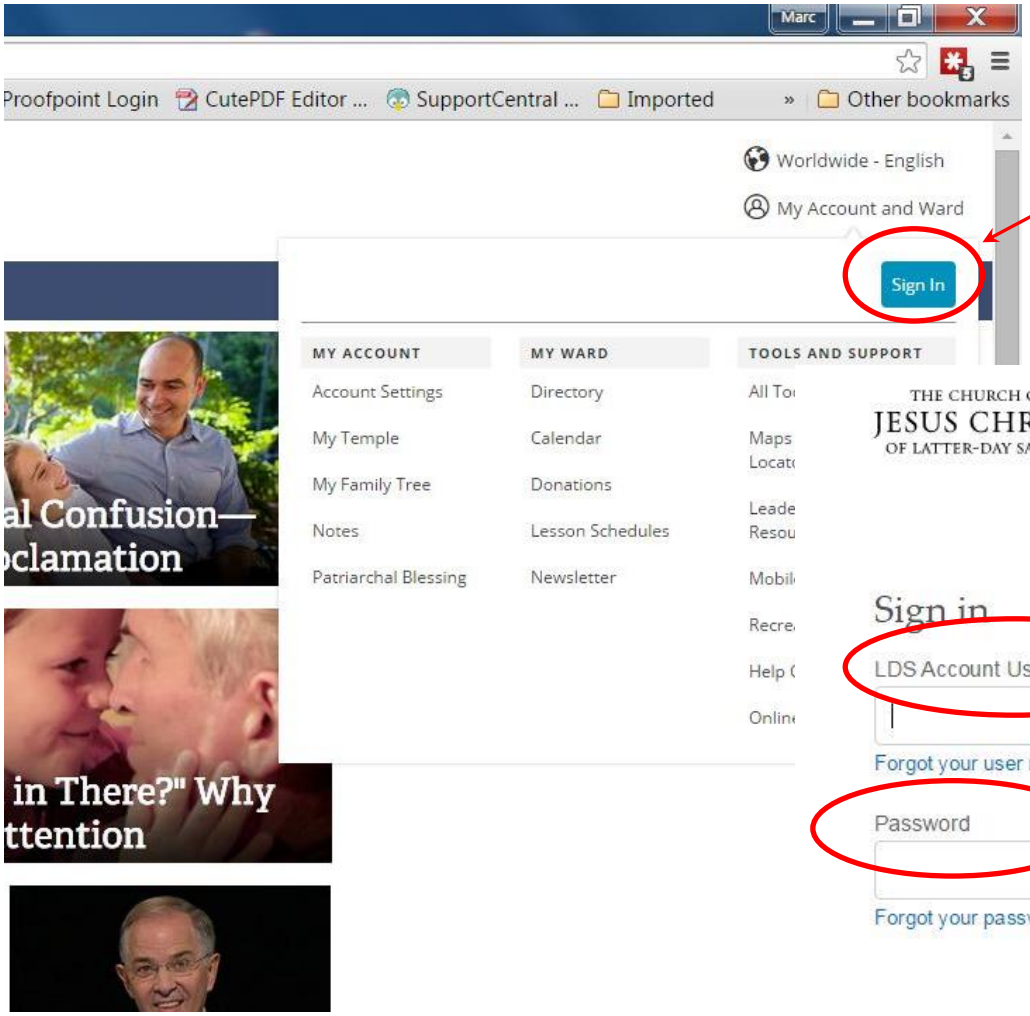
Home and Visit Teaching Overview

Home Teaching assigning household to a different quorum

Using Directory to email groups

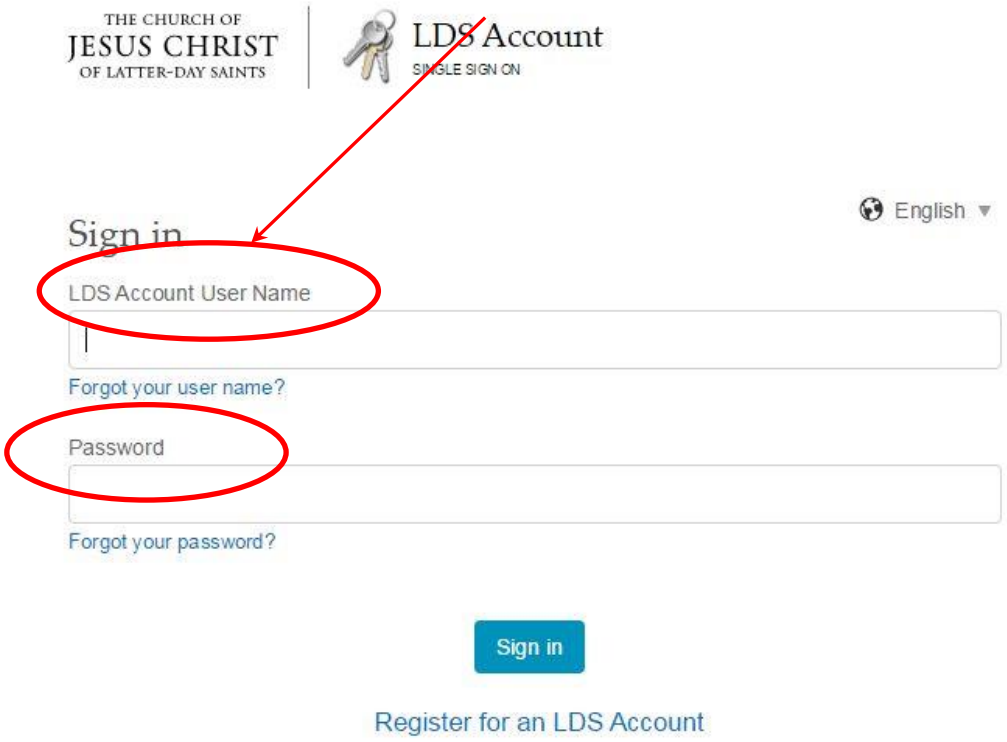
Maps and Meeting house locator

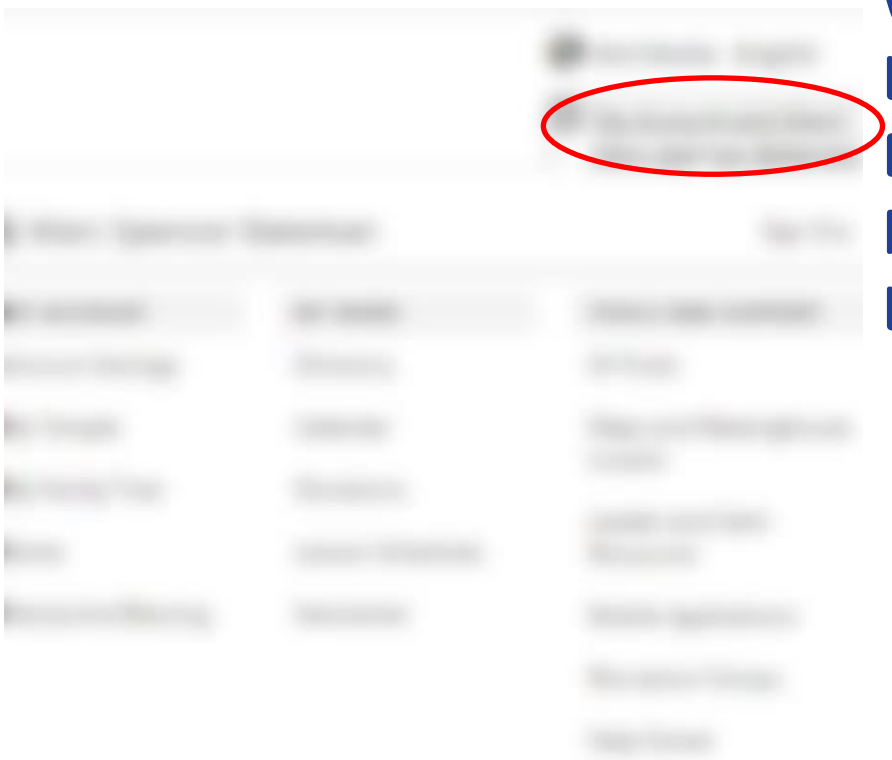
# Using LDS.org




Click Sign in

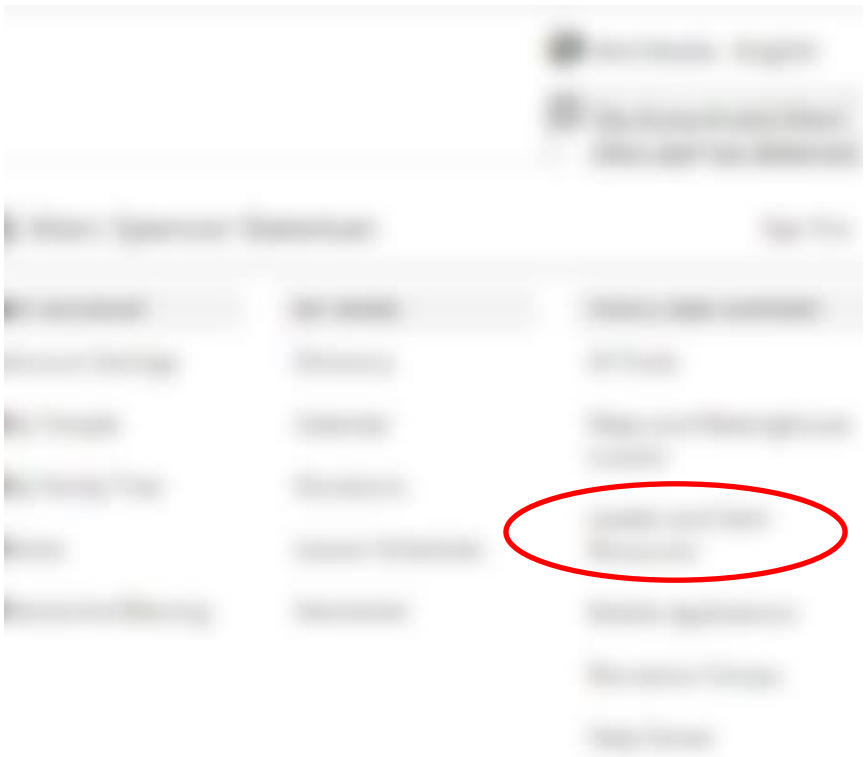
Enter your username and password





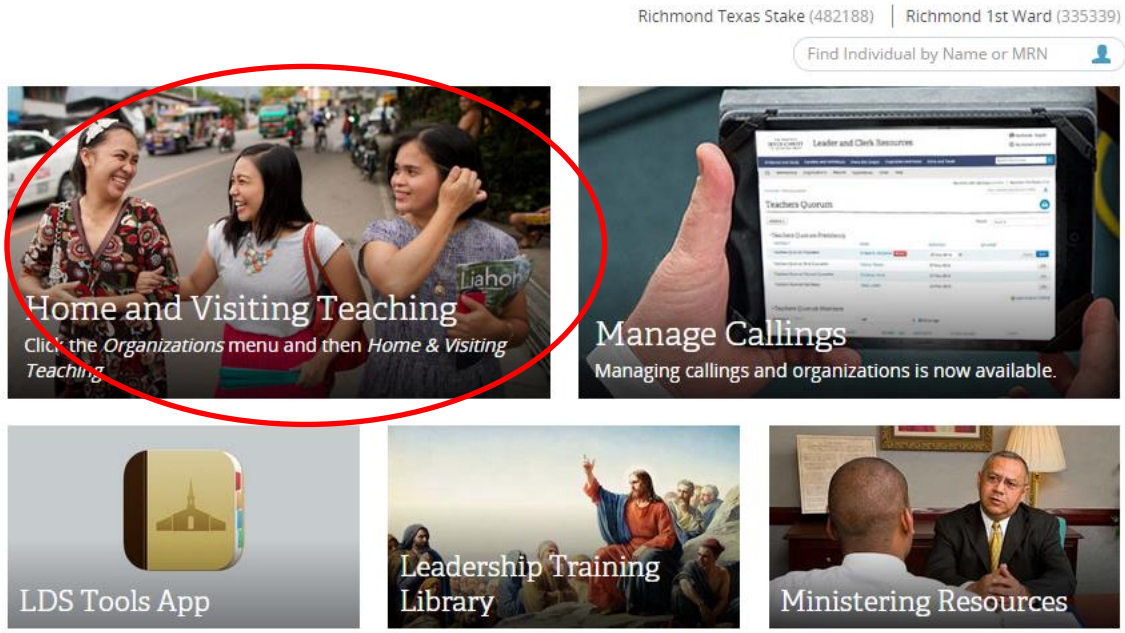
Clicking on your name brings up the tools you can access.
We will cover 3 areas.
Leader and Clerk Resources
Directory.
Maps and Meetinghouse Locator.

# Leader and Clerk Resources



Click on Leader and Clerk Resources. This provides access to HT/VT and if in leadership rolls and reports.

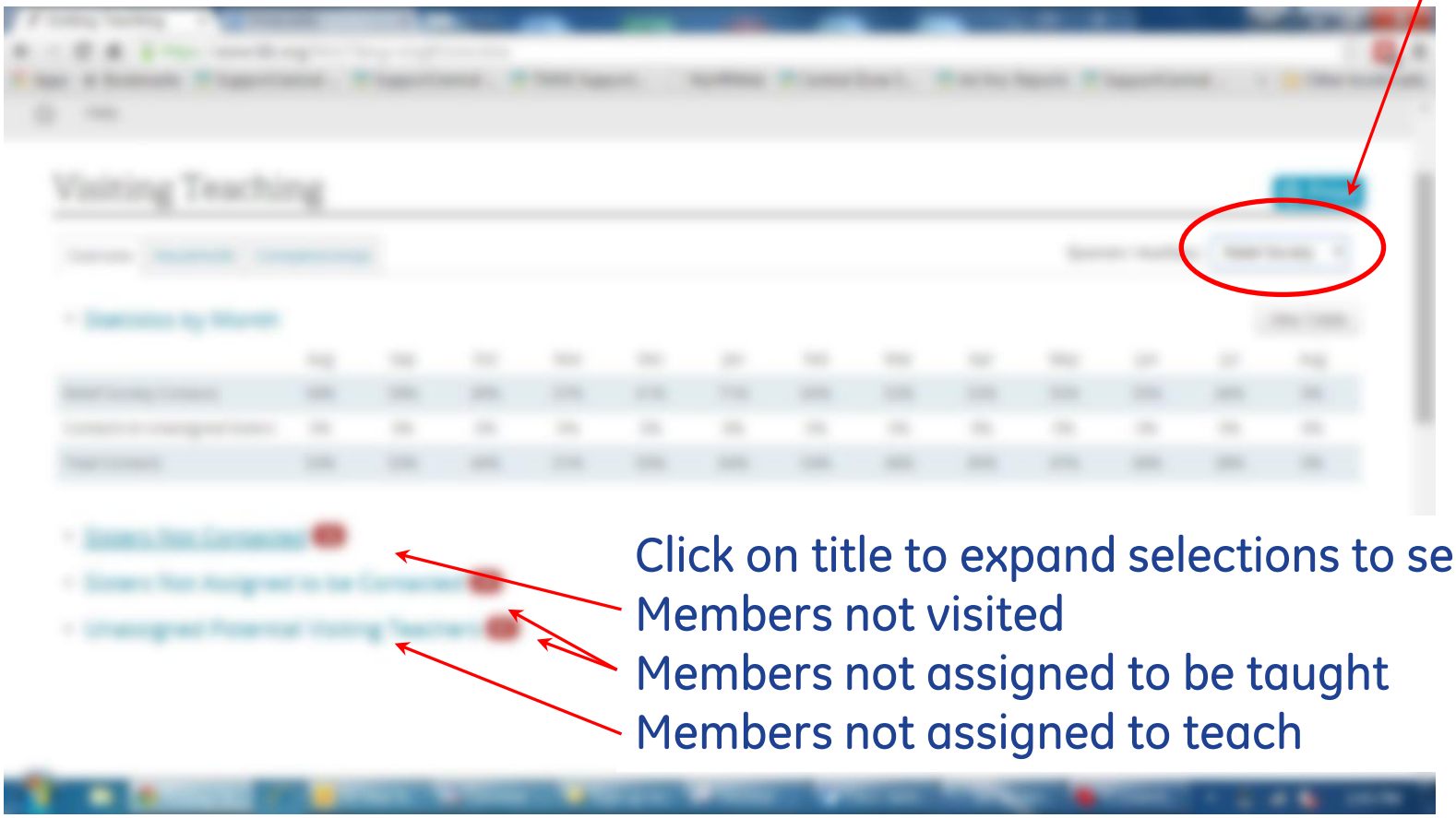
# Home and Visit Teaching




You may not see all these selections based on your calling. Select Home and Visit Teaching to access those tools.

# Home and Visit Teaching Overview Tab

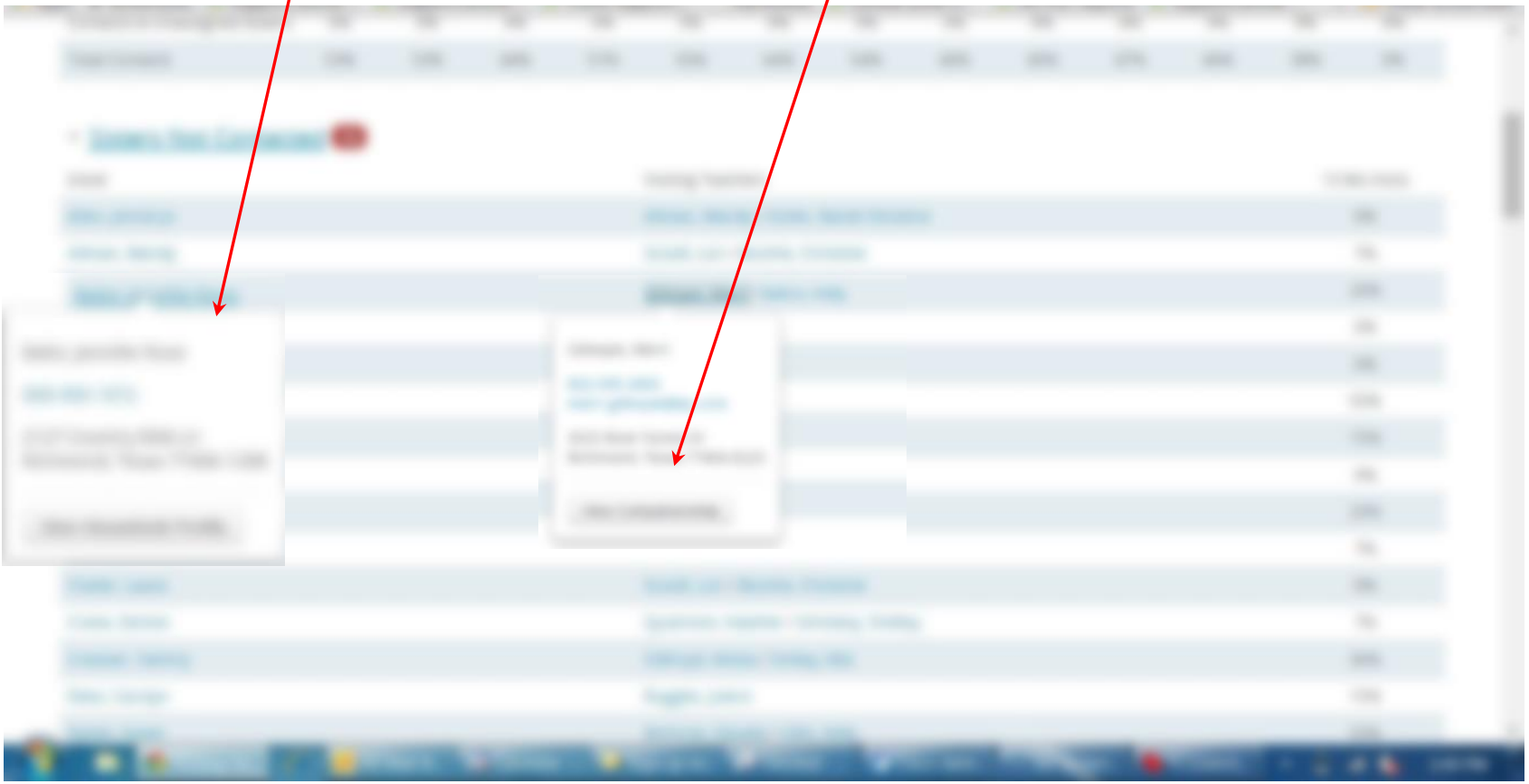
Select Relief Society, Elders or High Priests




Click on title to expand selections to see;
Members not visited
Members not assigned to be taught
Members not assigned to teach

# Home and Visit Teaching Overview Tab

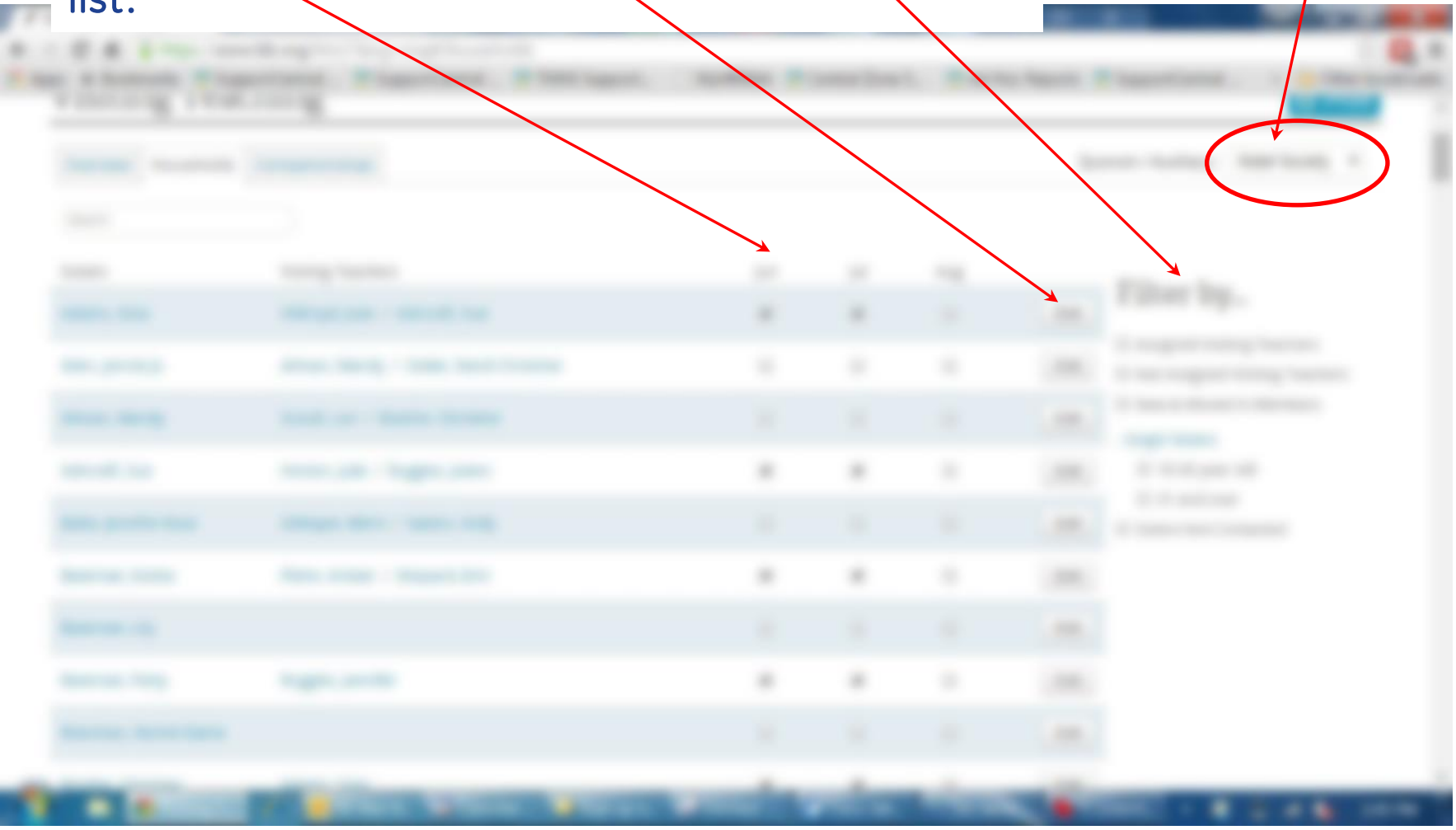
Expanded view of those not visited. Clicking on the sisters name will bring up their information. Clicking on the companionship will enable you to see their assignment.



# Home and Visit Teaching Households Tab

Select Relief Society, Elders or High Priests

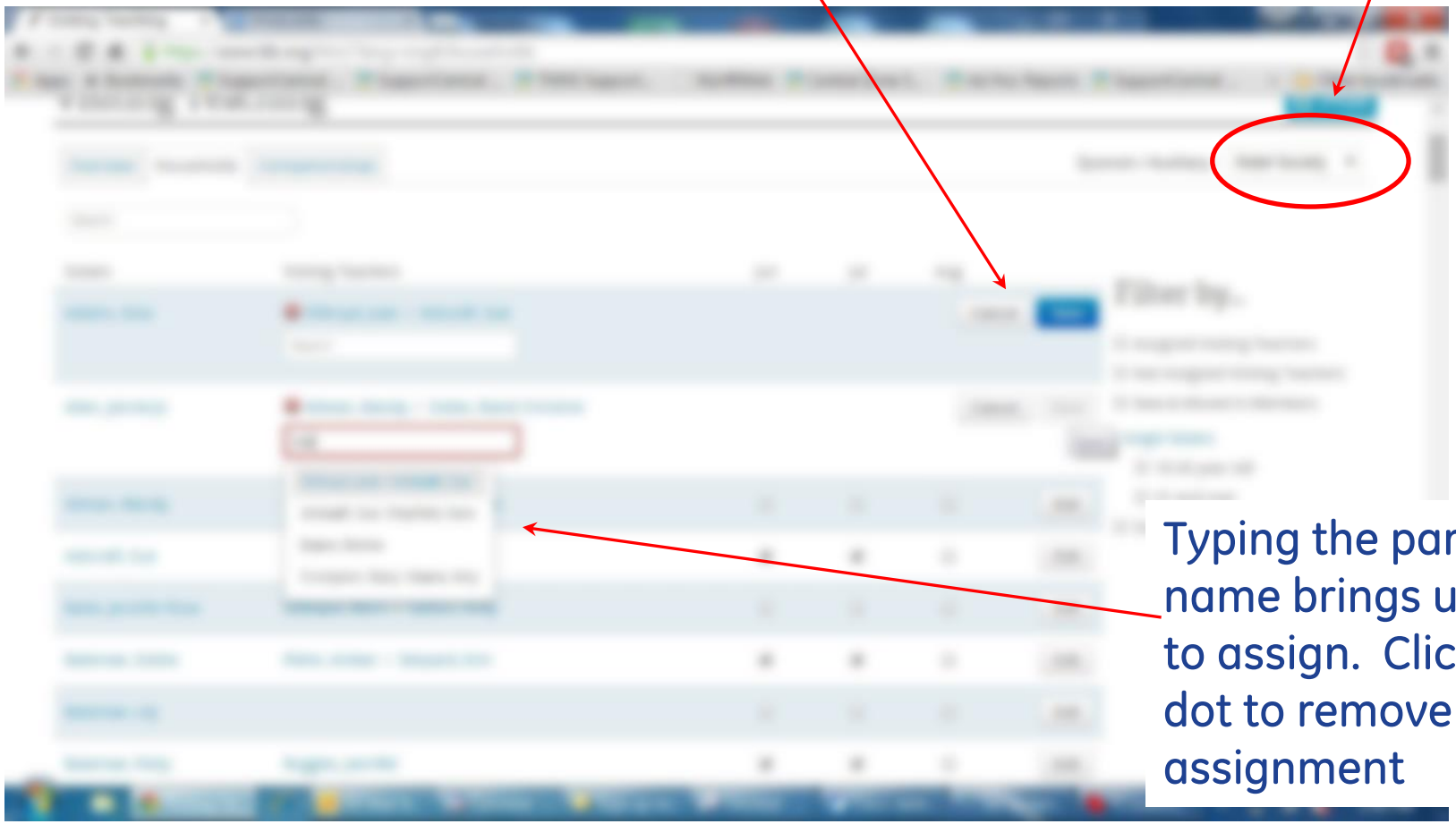
Enter visits, edit who sees each member, filter your list.



# Home and Visit Teaching Households Tab

Select Relief Society, Elders or High Priests

Clicking edit allows you to change the companionship for that member or household.



Typing the part of a name brings up matches to assign. Click the red dot to remove that assignment

# Home and Visit Teaching Companionship Tab

Enter visits, edit companionships and districts, print companionship report or all districts

Select Relief Society, Elders or High Priests

Print companionship report

Print District reports

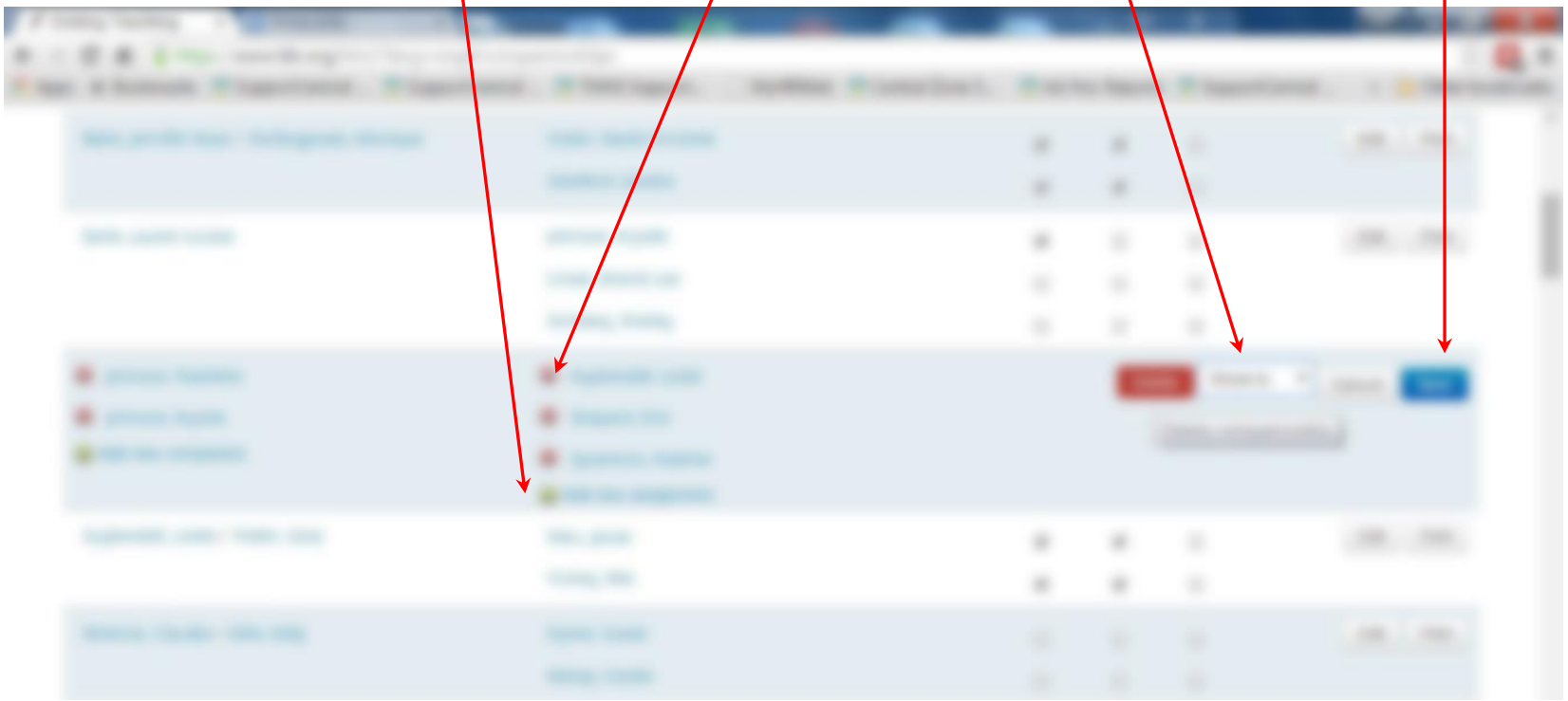


# Home and Visit Teaching Companionship Tab

Editing a companionship
Remove people they visit by clicking red dot. Add by clicking green dot.

Move companionship to a different district.

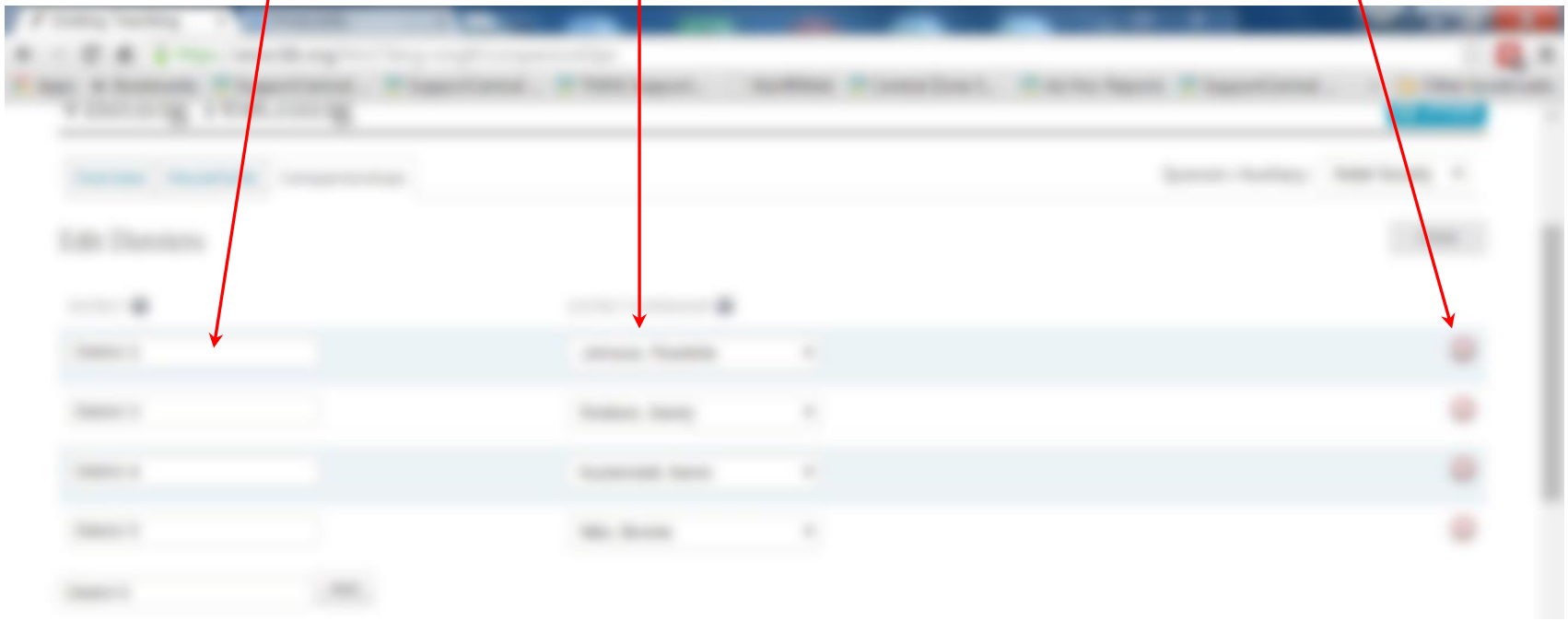
You must save changes



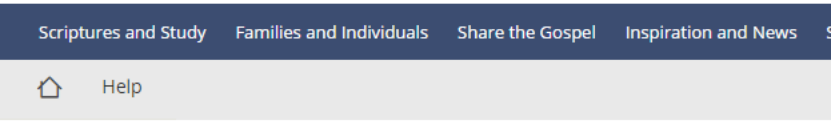
# Home and Visit Teaching Companionship Tab

Edit district names and supervisors.

Remove a district by clicking the red dot.

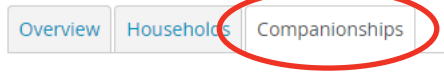


# Home and Visit Teaching
# Assign household to other quorum



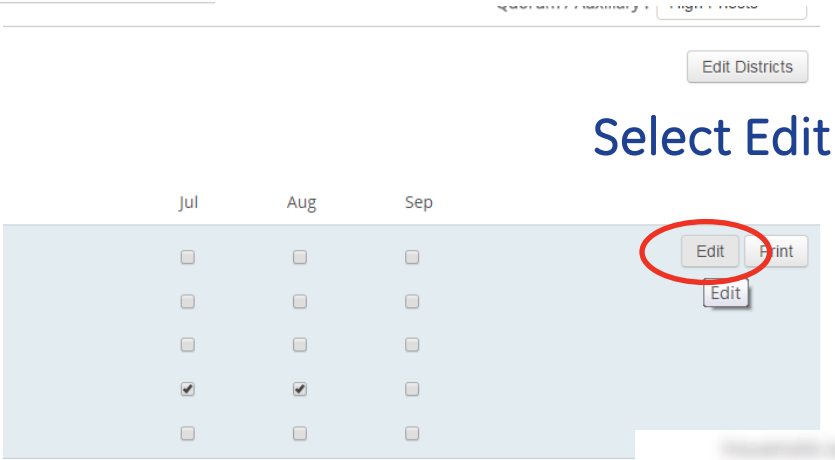

Home Teaching

Select the Companionships tab



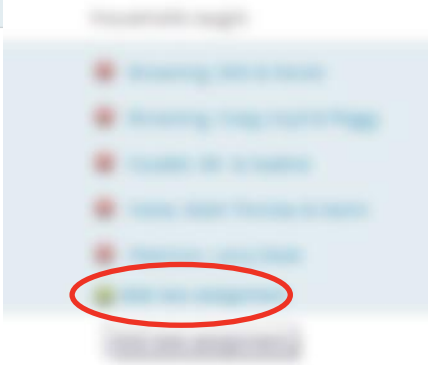




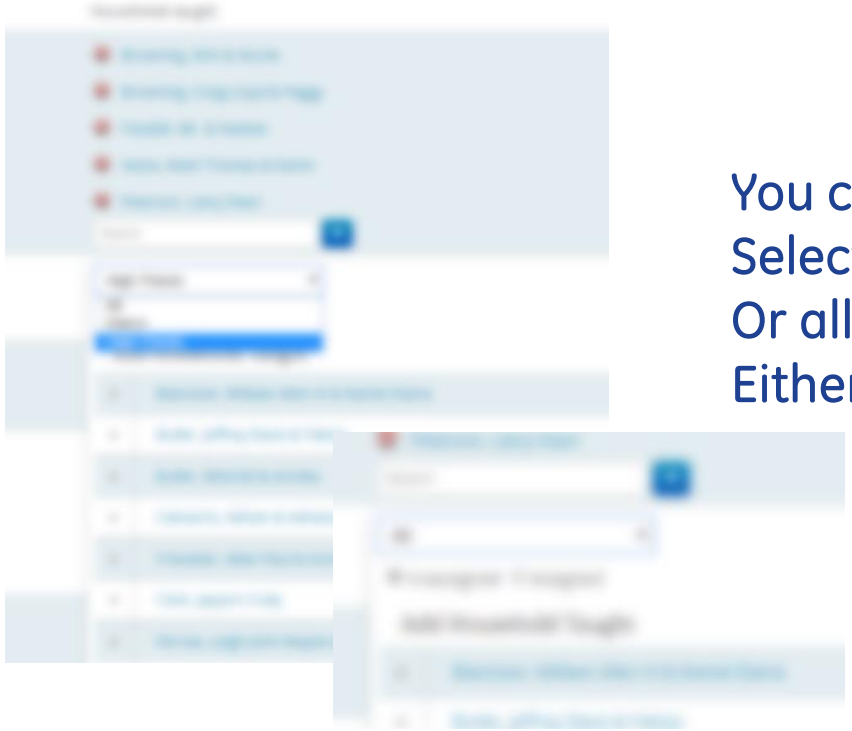



Select Edit button

Select Add new assignment



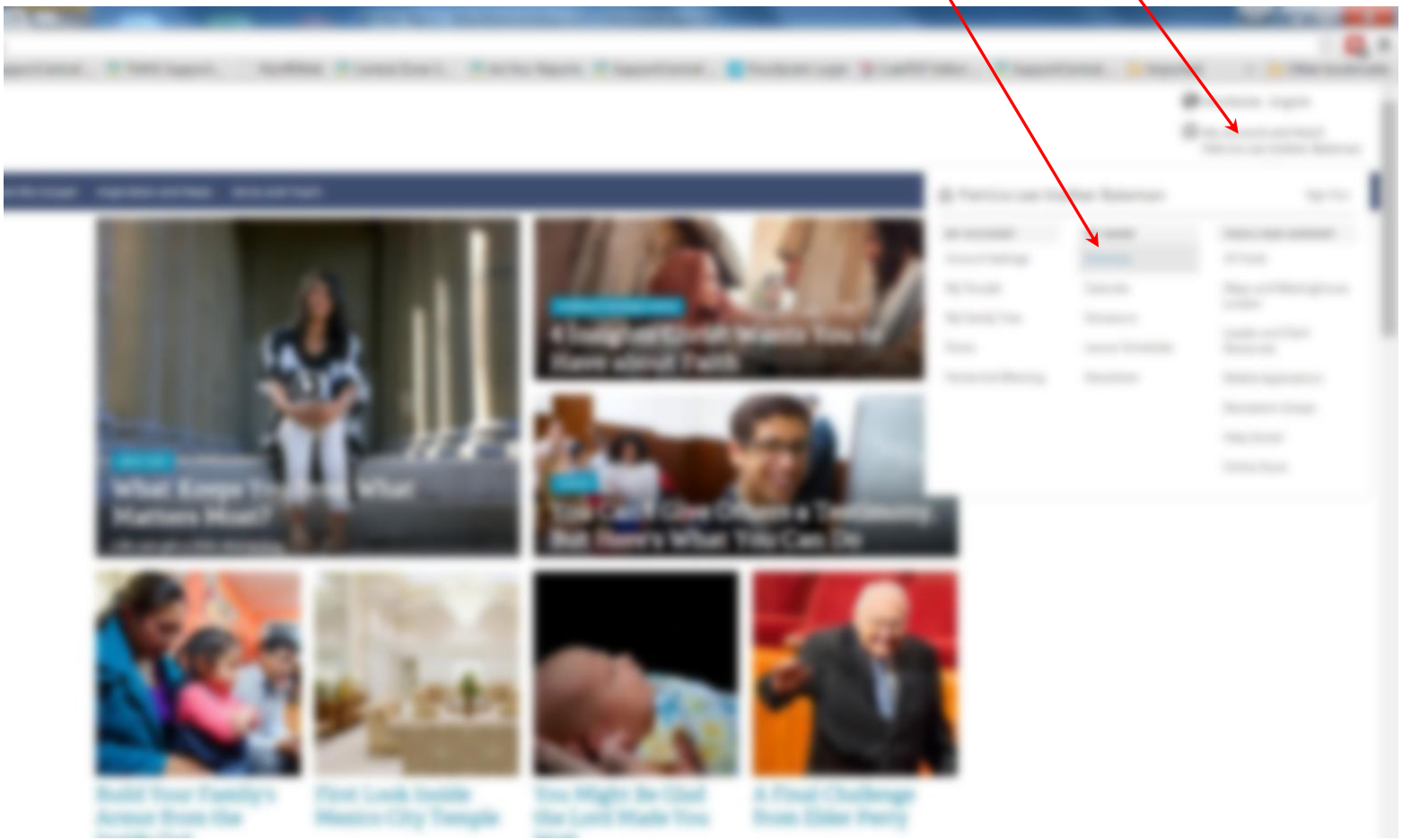
# Home and Visit Teaching
# Assign household to other quorum



You can start typing a name or
Select a name from either quorum
Or all quorums. You can also select
Either assigned or unassigned.

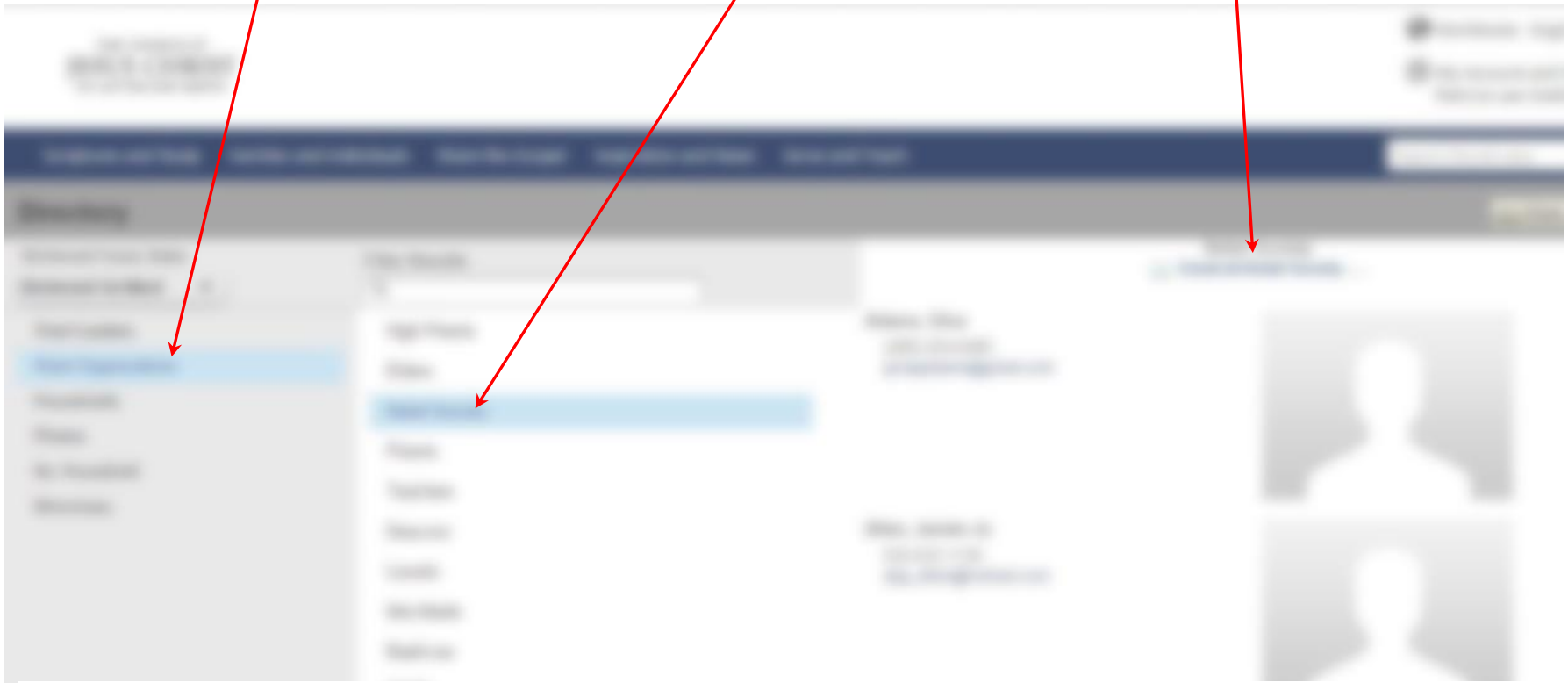
# Utilizing Directory for emailing.

Click on your account and then select directory to access the stake directory



# Utilizing Directory for emailing.

Email all Relief Society Sisters.
Click Ward Organization, then Relief Society then Email all Relief Society

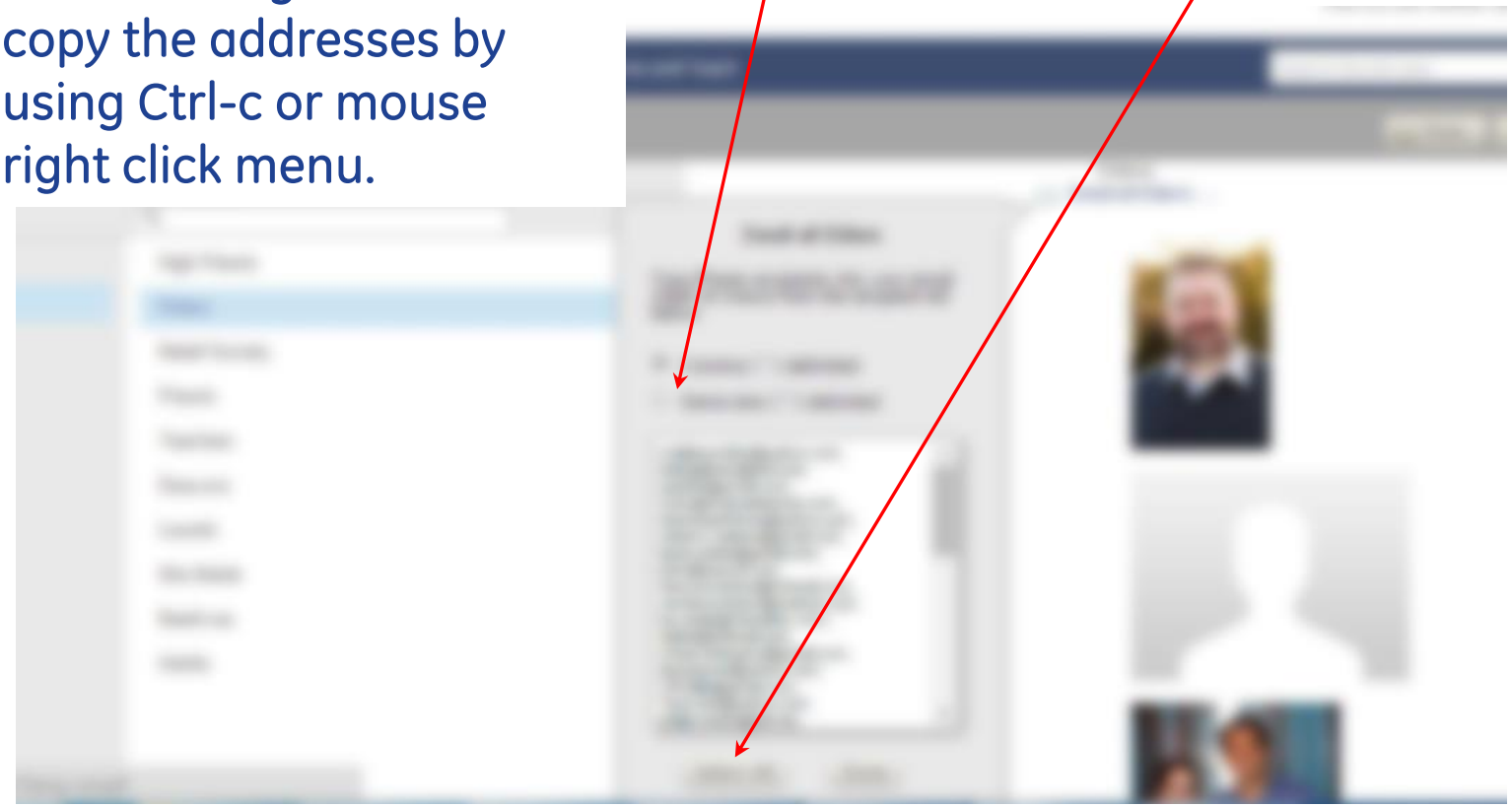


You use the same process for any other organizations, leaders or households

# Utilizing Directory for emailing.

When you click Email all of group you will get a popup box as shown below.
Select Semicolon as the delimiter and the select all button

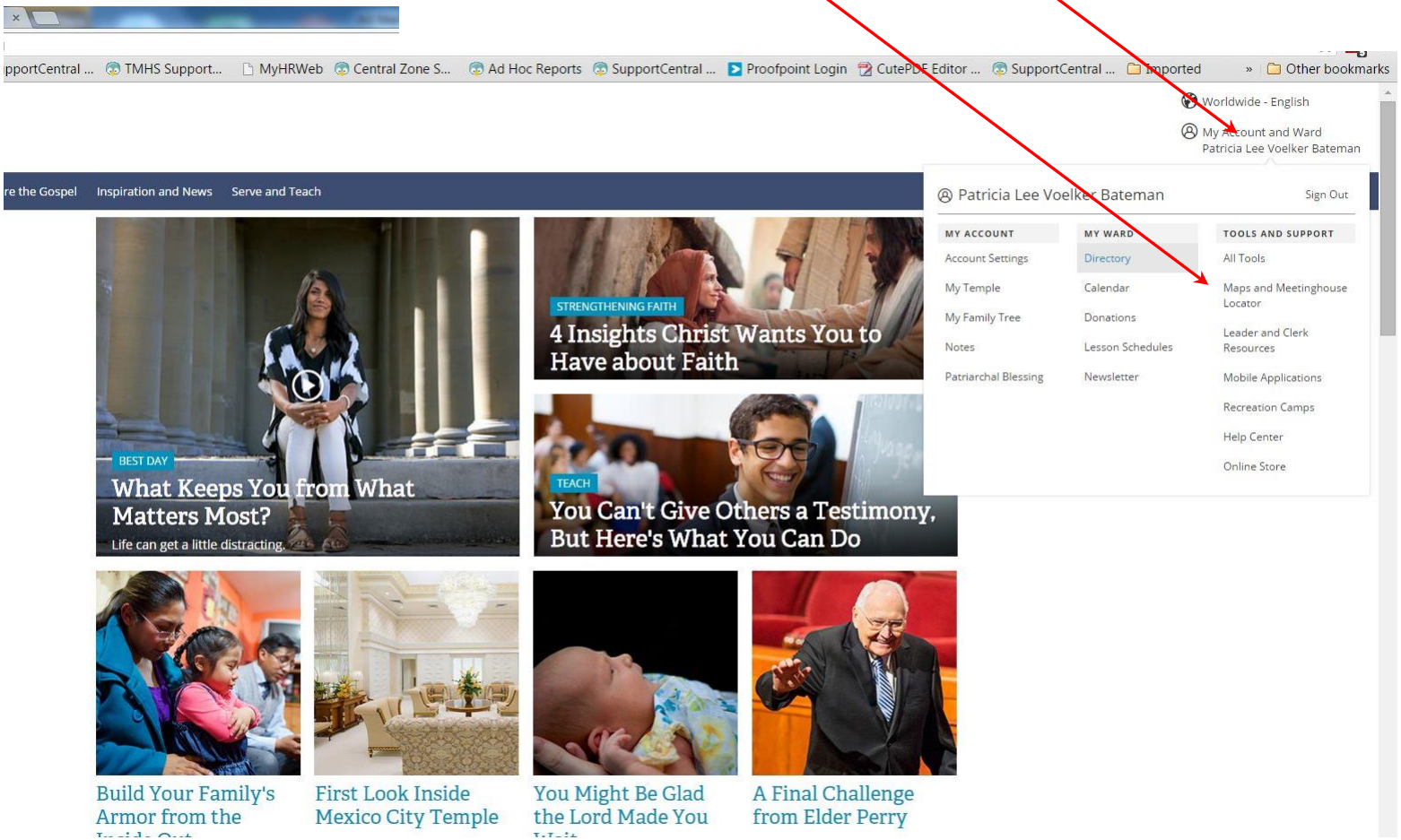
After clicking select all copy the addresses by using Ctrl-c or mouse right click menu.



Please use the BCC option when pasting into your email program.

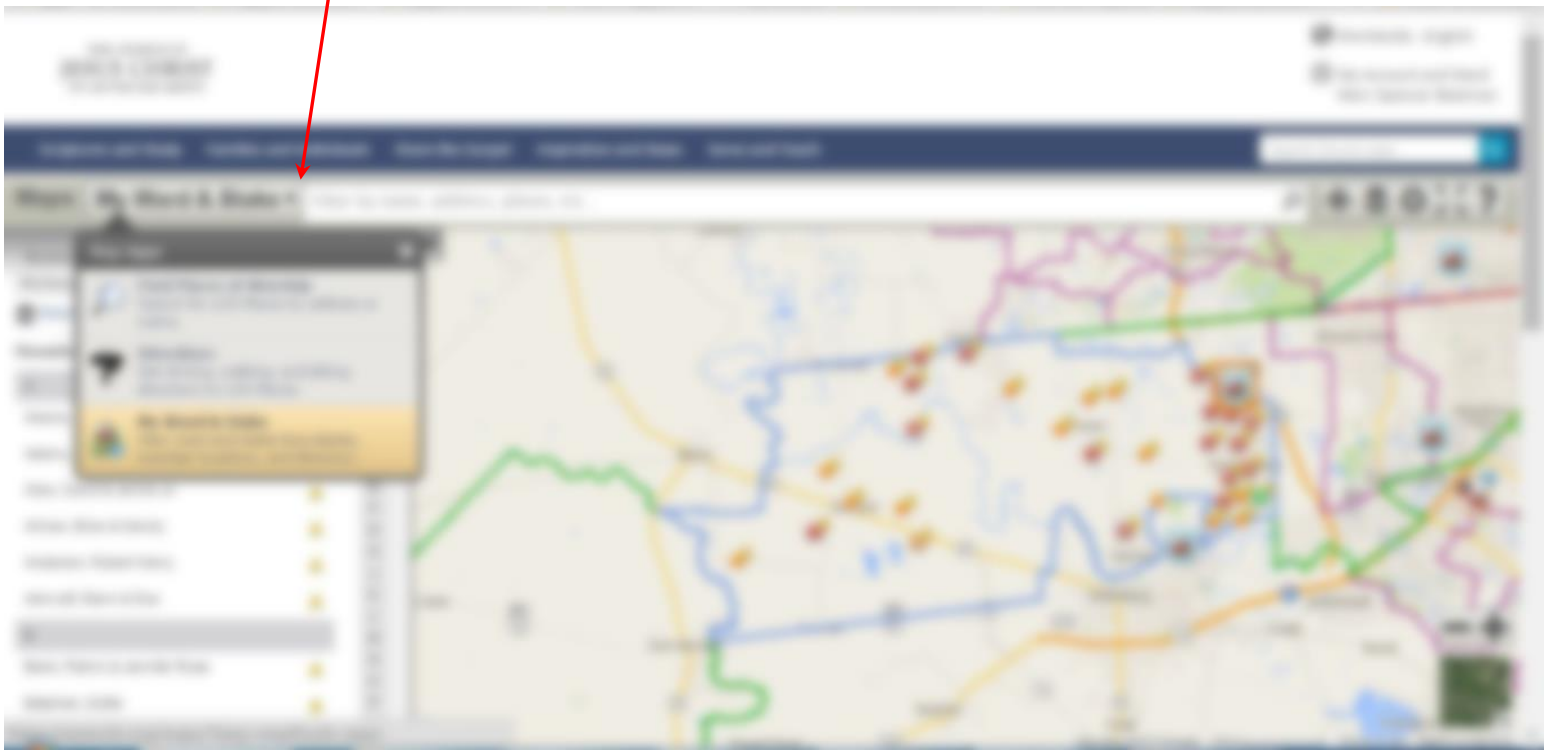
# Utilizing Maps and Meetinghouse Locator.

Click on your account and then select Maps and Meetinghouse Locator



# Maps and Meetinghouse Locator

Select My Ward and Stake to show ward boundaries and location of households on map



# Maps and Meetinghouse Locator

Clicking on a household will highlight them on the map and bring up a popup box with the household information

Use the + and – buttons to zoom in and out on the map for more detail

