

# What's New in the Office?

by Becky Cossey    [becky.cossey@mcbccabot.com](mailto:becky.cossey@mcbccabot.com)

## 1. Streaming of Worship Services

- [Churchonlineplatform.com](https://www.churchonlineplatform.com)
- Have to have a livestream license.

## 2. Websites

- Websites give general information about your church. Always have location and contact information as well as service times on every page.
- Must update regularly. Freshen up photos at least every other year.
- There are many website providers. Research what is best for your organization. Mount Carmel uses Subsplash.
- Need to register your domain. Register.com. There are others, research what is best for your organization. Mount Carmel uses [register.com](https://www.register.com)
- Standard platforms are: Facebook, Twitter and Instagram.
- For multiple Facebook accounts, you can manage with Facebook Business Suite. Free.

## 3. Social Media

- Social Media is critical in the life of a church post covid.
- Most popular Social Media platforms is Facebook, Twitter, and Instagram.
- Post regularly. Pastor doing videos is very engaging or fun announcement videos are always engaging to the church.
- Pre-Covid studies showed the best time to post was between 6:30-8pm weeknights. It's key to just make posts.
- Facebook Business Suite is available to manage multiple Facebook accounts. Main Church page, Student ministry page or even Children's Page. Children's Page is private.

## 4. Worship Guides/Bulletins

- Content. Communicate events and activities over worship information
- Have it available in digital format
- Canva is a new web-based software that is great in designing bulletins and newsletters and other publications. Free. Premium subscriptions unlock more templates. ([canva.com](https://www.canva.com))

## 5. Newsletters

- [Mailchimp.com](https://mailchimp.com)
- [Constantcontact.com](https://constantcontact.com)
- [Or email through church management system](#)

## 6. Tithe Envelopes

- Business Mail reply. Game changer during covid!

## 7. QR Codes

- QR codes is a link. Great for event registrations.

## 8. Computers/Network Systems

- Cloud based servers.
- Use laptops over desktops

## 9. Church Database Systems

- Web based systems.
- Research those that interest you.
- Call and/or visit other churches in your area that are using the database for pros/cons.

## 10. Other Software

- Pdfsam.com
- Adobe Photoshop Elements
- Quickbooks online
- Espace
- Google products
- Office 365
- Text In Church
- Right Now Media