INDEPENDENT
PRESBYTERIAN CHURCH

SHELBYNEXT APP

How to Download the ShelbyNEXT App
- For iPad and iPhone users, go to the App Store. Android users will go to Google Play.
- Search "Shelby next"
- Download ShelbyNEXT Membership.
- When you open the app, you will be prompted to enter a domain, username and password. Domain is ipcbirmingham. You should've already received an email from the church with a link prompting you to create your username and password. If you haven't, contact Marsha Harbin at mharbin@ipc-usa.org.

How to Login Online
- Go to ipc-usa.org
- Connect to ShelbyNEXT by going to "Connect" and clicking on "ShelbyNEXT."
- You will once again be prompted to enter your password and username.

How to Update Your Membership Directory Picture or Information
- Login into the system.
- For app users, click on your name and image at the bottom. Scroll down to the bottom and click "edit" then click on the information field (i.e. address if you'd like to enter a new one) and enter the updated information. Once you finish entering your information, click "save" at the top.
- For online users, click the circle that contains your initials at the top right of your screen. Once you are in your profile, click the second tab on the top "edit." Click on the field that you would like to edit, enter the updated information, and click "save" at the bottom of the screen.
- **NOTE: All information changes must be approved by system administrator, Marsha Harbin. Until she approves the changes, the information will not be updated in your profile.**
- To change a picture in the app, go into your profile and click on the image. You will be able to upload one from your tablet or phone.
- To change a picture online, go to your profile and click the "drop file here or browse" button below your image.
- New pictures can also be emailed to members@ipc-usa.org. Please include first and last name. Staff will upload the pictures into the system.
- **NOTE: None of the images from our old directory were able to be carried over. If you have not submitted a new picture recently, we will need to add an image.**