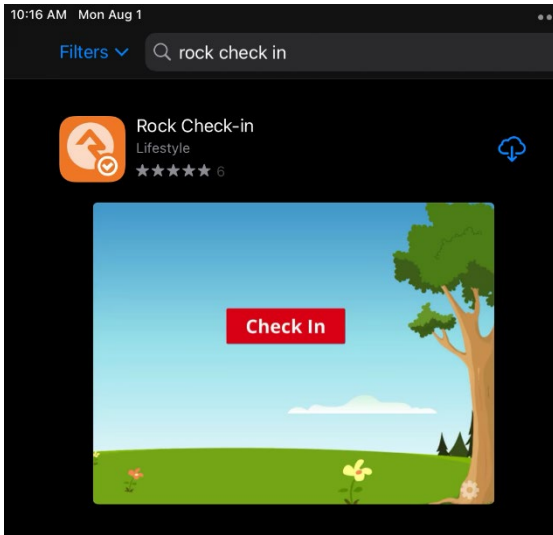
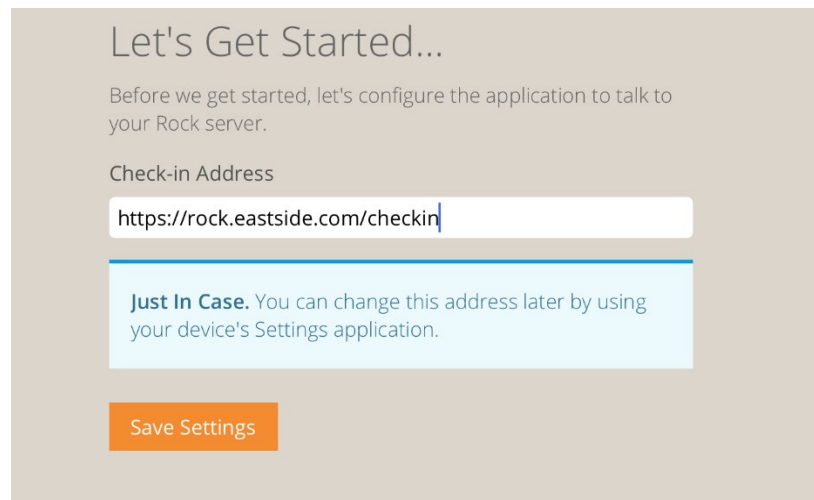


iPad Check In Setup

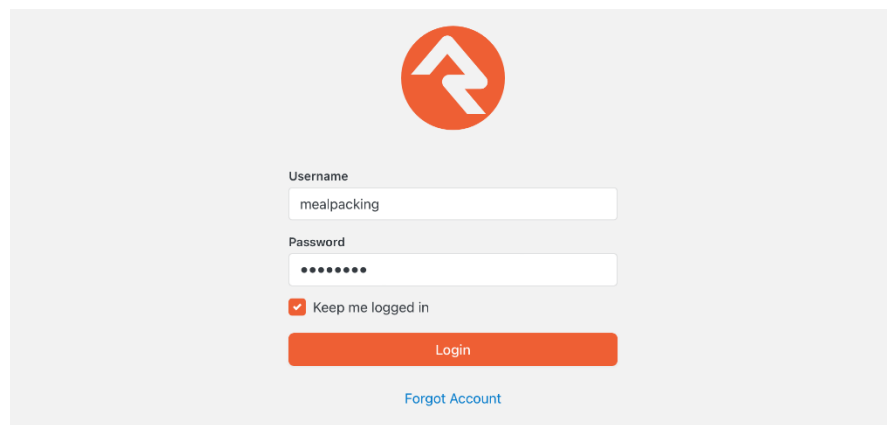
1. You will need to download and install the free Rock Check In app from the App Store.



2. Once you open the app, it will ask for the Check-In Address. The address is <https://rock.eastside.com/checkin>. Make sure you include the entire URL.



3. Once you click "Save Settings" it will bring you to a Rock Login Page. For the iPads for Meal Packing, the login info is as follows:
Username: **smallgroups**
Password: **Checkin1!**



4. You will need to select the following options:

Theme: Changemakers

Kiosk Device: Select the correct device for your campus. It will be Campus Abbreviation: Ipad No Printer (BF: Ipad No Printer)

Check-in Configuration: On-Campus Small Group Check-In

Check-in Areas: Small Group

Check-in Options

Theme
Changemakers

Kiosk Device
AN: iPad no printer

Check-in Configuration
Meal Packing Event

Check-in Area(s)

- Meal Packing Event

Additional Area(s)

- Training Event
- Dream Team
- Assimilation Changemakers
- Campus Ops Changemakers
- Creative Changemakers
- Elementary - AN Changemakers
- Guest Services Changemakers
- Kidside Changemakers
- Creative Arts Changemakers
- JHM Changemakers
- Safety Changemakers
- Small Groups Changemakers
- Next Gen Changemakers
- Pastoral Changemakers
- Young Adults Changemakers
- Cafe/Grill Team Changemakers
- Hospitality Team
- Staff/Interns
- Special Event Serve
- Changemakers
- Special Forces Kids
- Nursery
- Preschool
- Elementary
- JHM Students

OK

5. Once you click “OK”, you are ready to begin check-in! People will need to enter their phone number, and select their family. Then they will select the people in their family that are in attendance at the Unfinished Small Group with them. If someone is missing from their family, or their family information cannot be found, have them go to a manned station.