

## **Welcome! We are so excited to have you join the team!**

We are thrilled for what the Lord has for you and what He will pour out through you!

In this email I will cover:

1. Accessing your new pathway email.
2. Logging into our church Canva account.
3. How to request slides for your ministry.
4. Other ways I'm here to serve you.

1. Accessing your new pathway email:  
Go to: <https://www.microsoft365.com/>  
username: [enter username here]  
password: [enter username here]

You can change your password after you log in!

**2. Logging into Canva.** Canva is the app we use for all our slides/graphics/printed material. If you need ANYTHING 😊 designed, you can always reach out to me. I love designing resources for the teams. I know sometimes you may need something in a pinch, want to grab a saved logo, or just enjoy creating your own materials. and for this reason, we want our senior team to have access to our Canva account.

Go to: <https://www.canva.com/>  
username: admin@thepathwaychurch.org  
password: P@thwaychurch2023

**3. Request a slide.** If you need a slide created for Sunday, please submit a request using the link below no later than the **Wednesday** before the Sunday you need it!

Go to: <https://thepathwaychurch.org/staffinfo/>

4. If you need any techie help, website updates, design, logo updates, app group updates etc. Feel free to reach out! If you want to empower the youth to do graphics or logos, we can make that happen too.