

# How to use the Lassen Street website

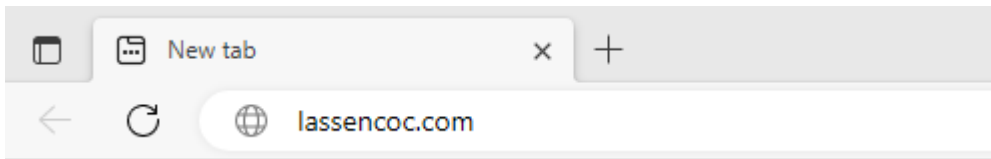
If you have already logged in to the website, you have done the following logon information and should skip down to the next page below.

Open a browser like Microsoft Edge, Google Chrome, Firefox, Safari or any other browser you use.

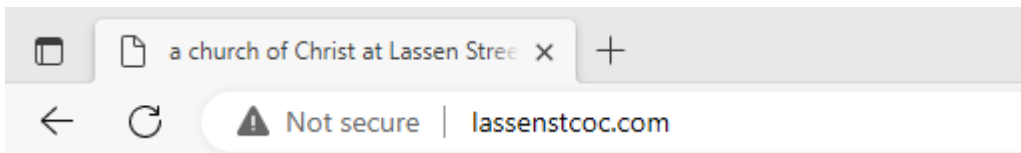
Enter the website name **lassenstcoc.com** into the address bar of the browser as in this sample browser and Click on it or press the enter key. For an ipad, iphone or other touch screen devices, touch or tap. **This document will continue to use the word 'Click' as is used in a computer.**



An alternate way to enter the website is to enter **lassencoc.com** into the address bar of the browser as in the following sample browser. It is sometimes easier to remember the website name without the letters 'st' in the middle of the name.

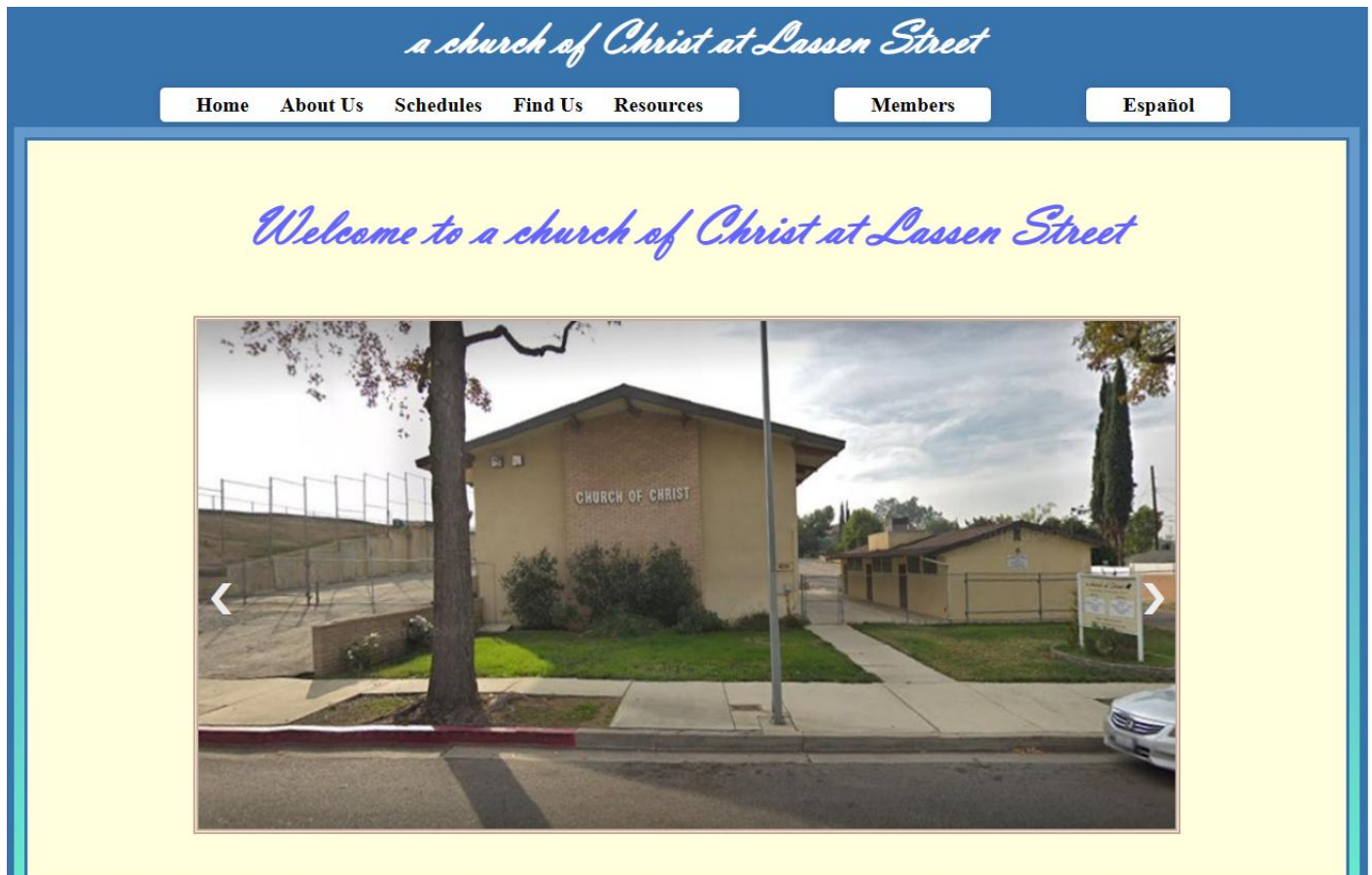


This will cause the main website name (lassenstcoc.com) to open in the website.



*Note: All browsers are not the same format as the samples above but they all work the same for entering the web site.*

This will open the first page of the website known as the HOME page.



At the top of this HOME page as well as every page in the website, there is a row of names at the top of each page known as dropdowns.

This is an expanded view of the dropdowns from the HOME page.



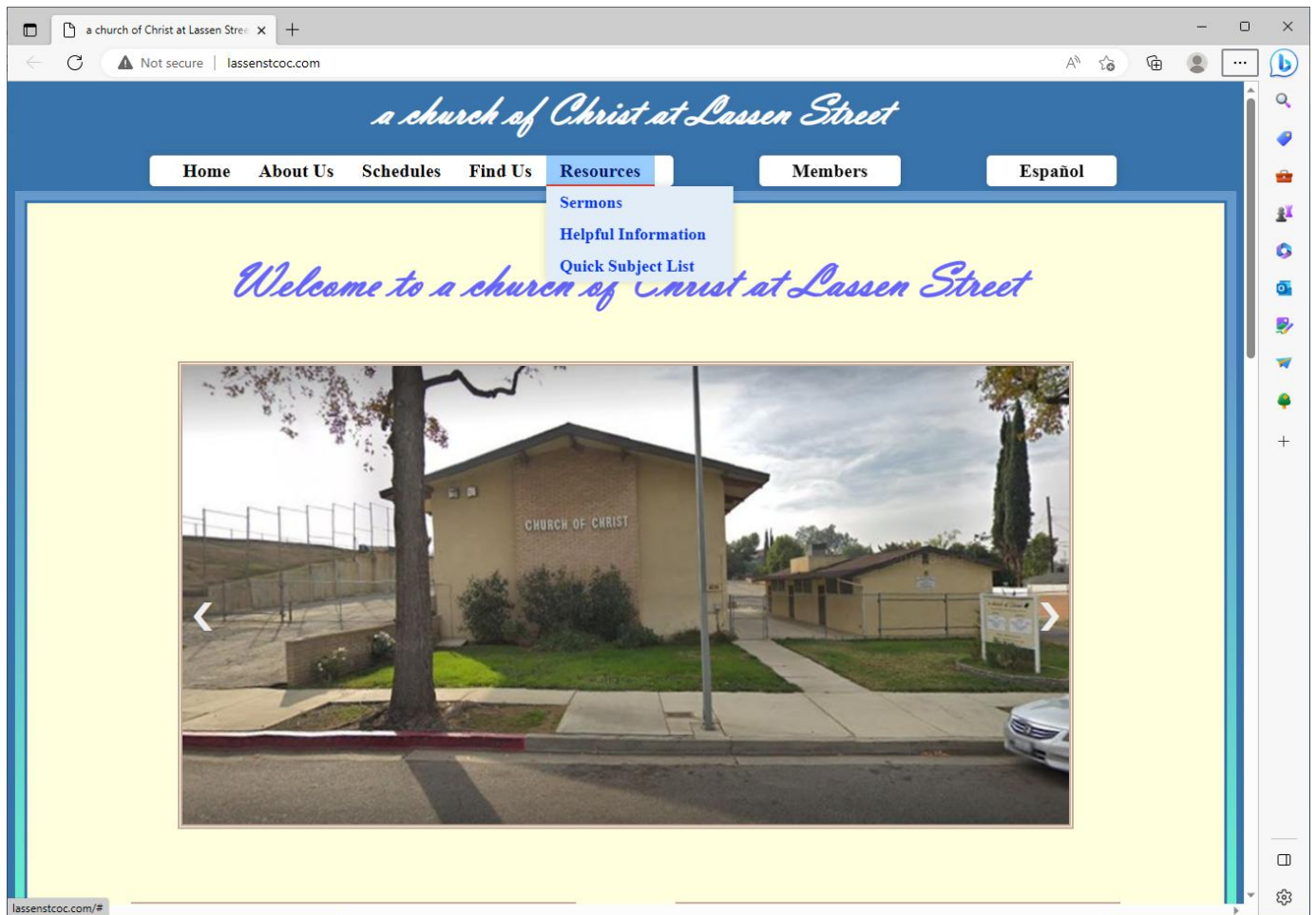
## There are multiple ways to explore this website.

- 1) Using **dropdowns**, this is probably not really the most user friendly for most users.
- 2) Using the **Quick Subject List** which is a list of all subjects available on the website except the information in the Members section.
- 3) The **Site Map** which is a handy reference to find a web page that you might have seen earlier and do not remember how to get back to it.

# 1) USING THE DROPDOWNS:

On most pages, click on one of the names across the top of the page and there will be a sub dropdown list of other options.

As an example of using the HOME page dropdowns, move the cursor to 'Resources' and the dropdown will show a list of resources. Click on one of them to open that page.

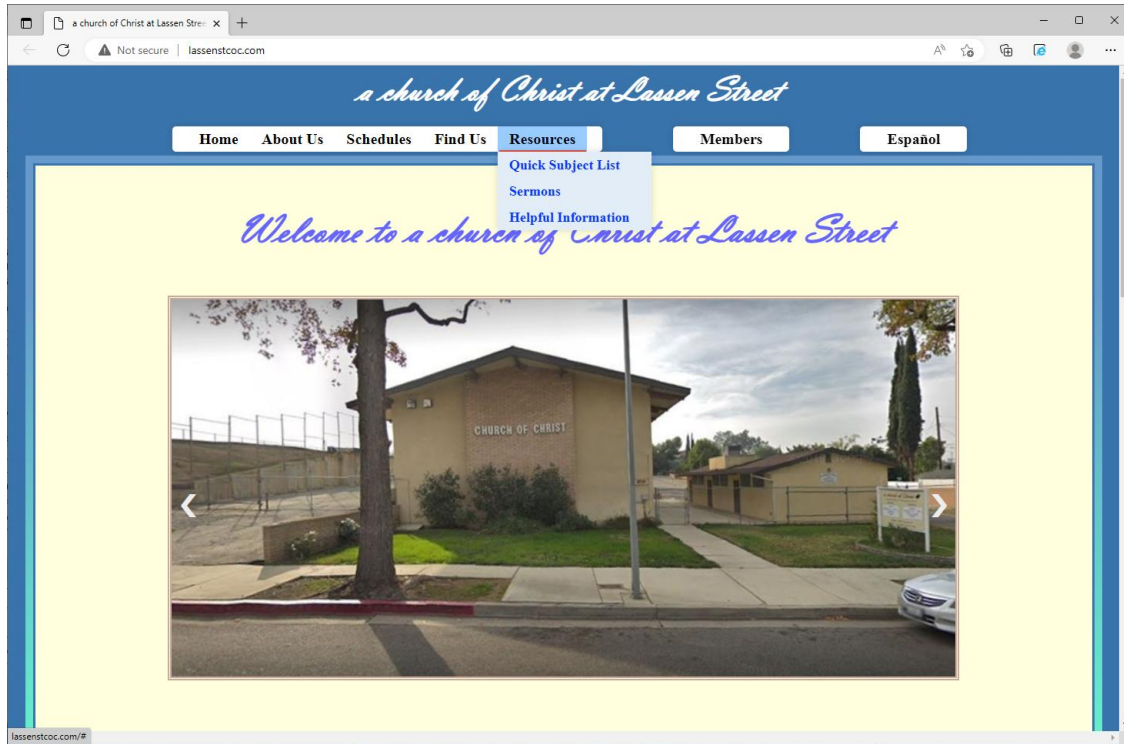


NOTE: some pages will open without having any sub dropdowns.

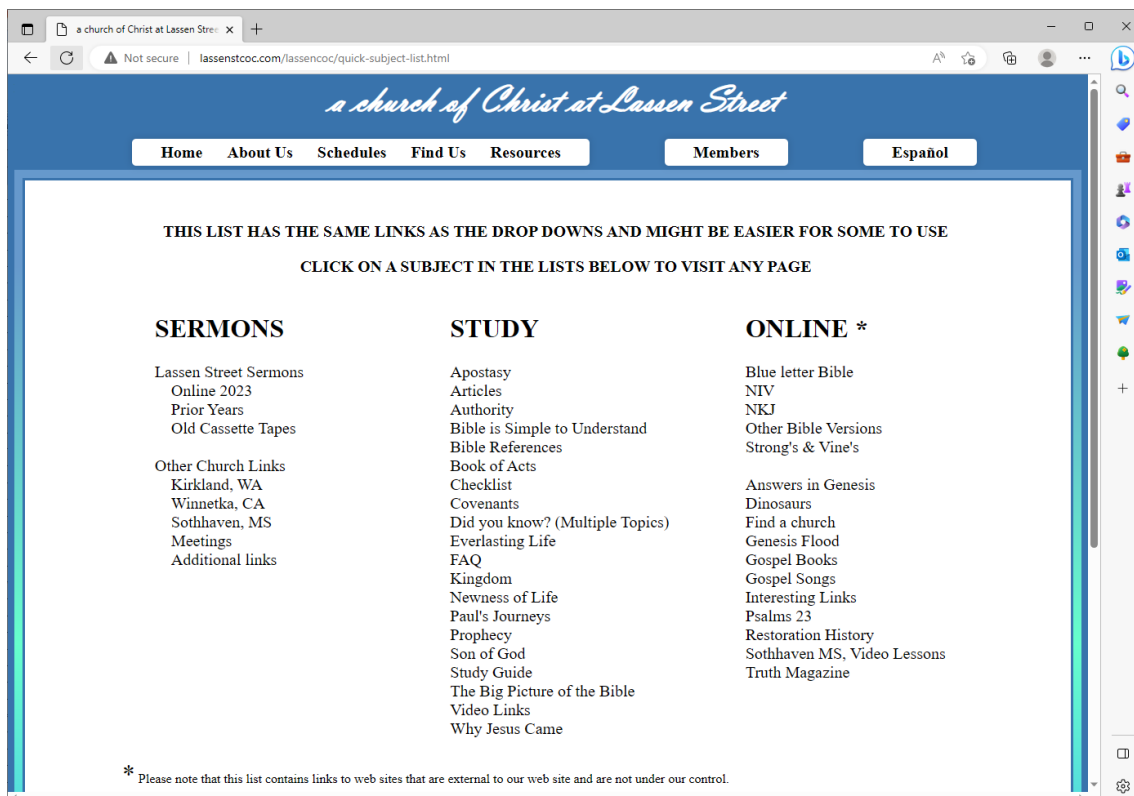
All dropdowns throughout the web site work this way.

## 2) USING THE QUICK SUBJECT LIST:

Move the mouse over the 'Resources' dropdown and click the 'Quick Subject List'.



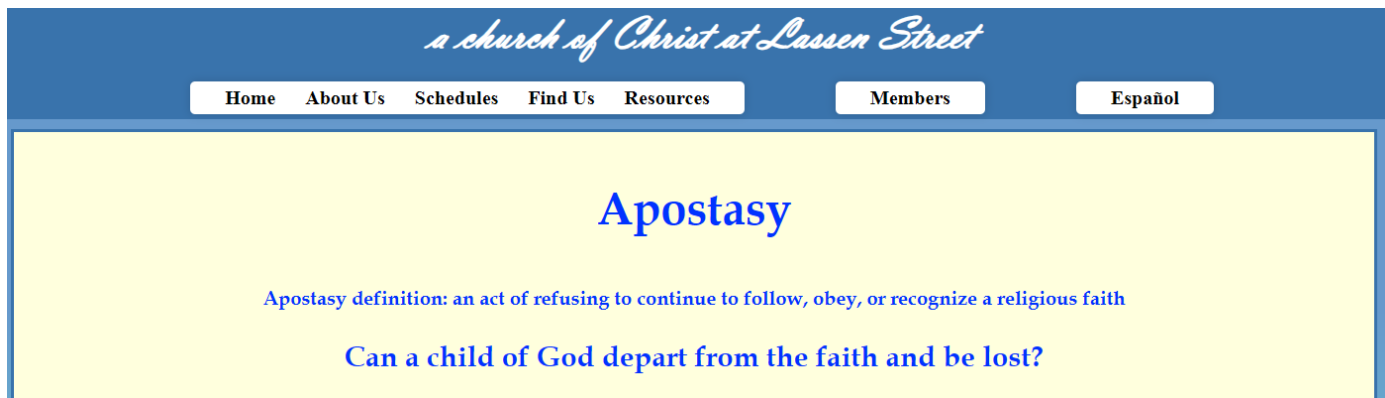
The following page will open where you can select the subject you would to visit.



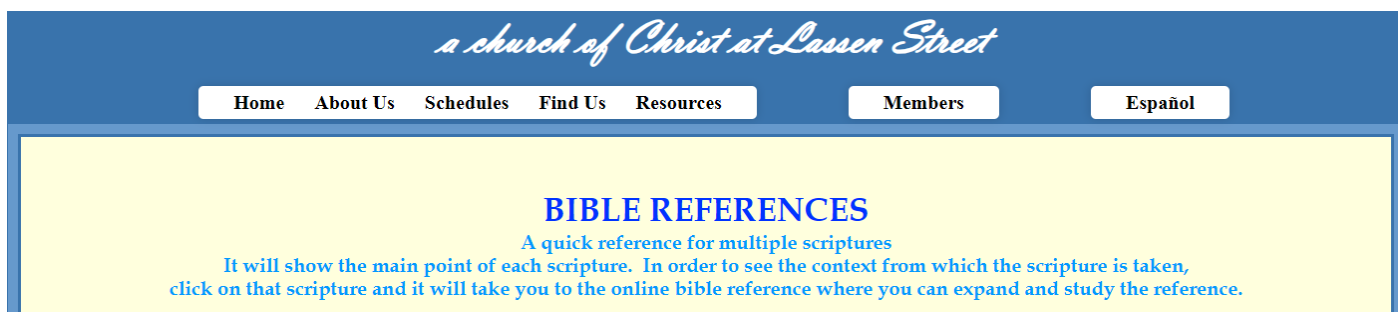
Click on the subject you would like to visit and that page will be opened for you.

EXAMPLES:

Click on 'Apostasy' under 'STUDY' and it will open the Apostasy page.

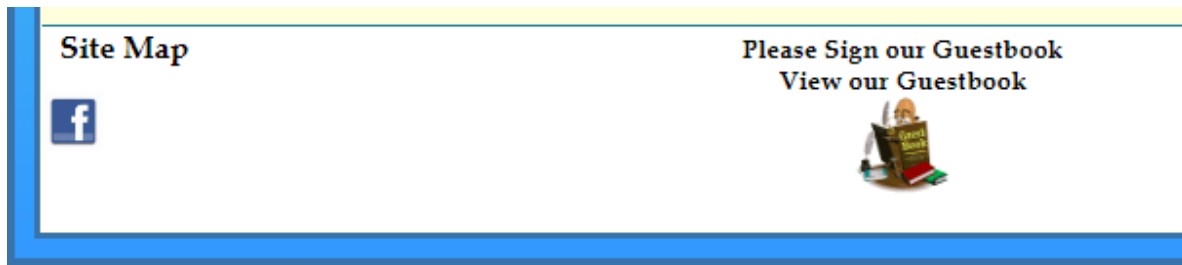


Click on 'Bible References' under 'STUDY' and it will open the Bible References page.



### 3) USING THE SITE MAP:

This is a handy reference to find a web page that you might have seen earlier and do not remember how to get back to it.



The Site map is available at the bottom of most web pages throughout the web site

Click on 'Site Map' and a list of all pages available on the web site will display on the screen (sample below). There you can click on any page in the list and you will go directly to that page.

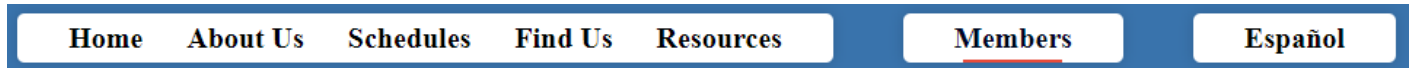
<b>SITE MAP</b>	
<b><u>WEB SITE PAGES</u></b>	<b><u>ONLINE LINKS</u></b>
Apostasy	Answers in Genesis
Articles	Armageddon
Authority	Blue letter Bible
Bible References	Boles-Boll Debate
Big Picture	Bulwarks of The Faith, Foy W
Book of Acts	Dinosaurs
Building	Find a church
Class Information	Gospel Books
Checklist	NIV Bible
Contact	NKJ Bible
Covenants	Other Bibles

**NOTE:** *All the pages in the members section are listed there also. However, if you do click on one of them, you will still need a username and password.*

# How to sign in to Members

## This requires a Username and Password to enter

If you are a member and you want to enter the Members page to see the Prayer list, or anything else on that page, please email me at [lassencoc@lassenstcoc.com](mailto:lassencoc@lassenstcoc.com) and I will provide the Username and Password for you.



Click on Members and a 'Sign in' box will be displayed. The format of this box may look different depending on the device you are using.

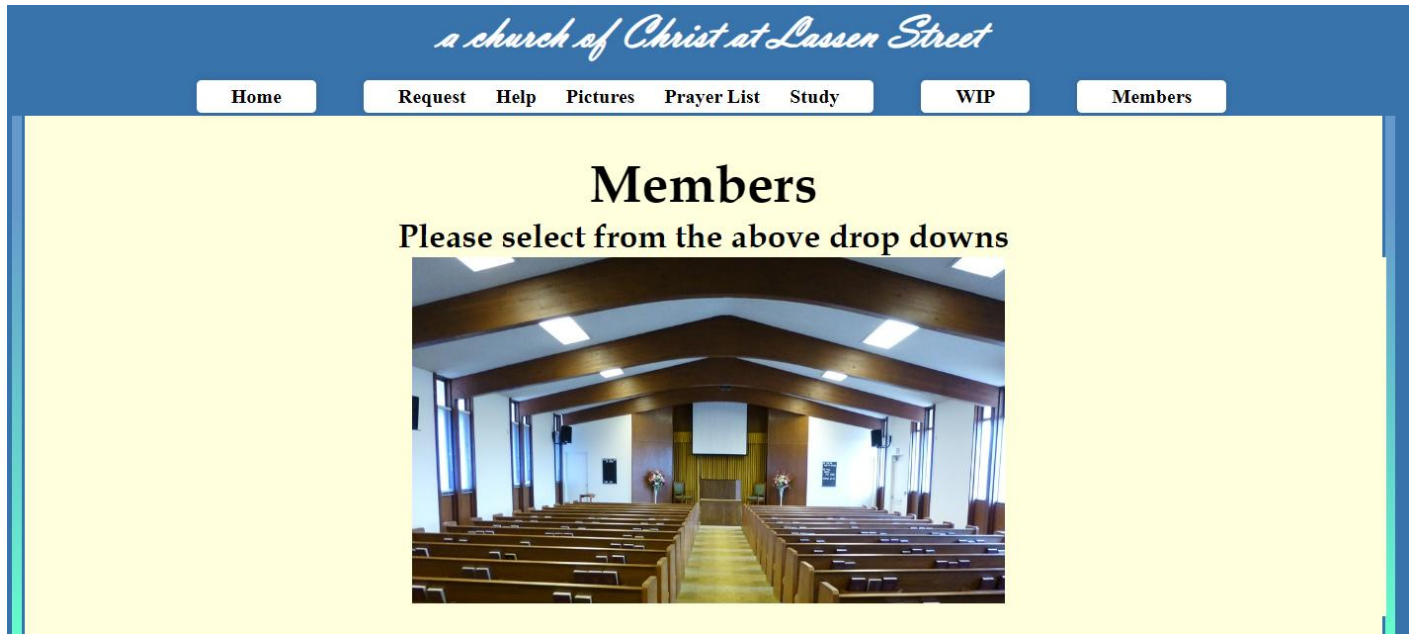
A white dialog box with a gray border. The title is "Sign in to access this site". Below the title, it says "Authorization required by http://lassenstcoc.com" and "Your connection to this site is not secure". There are two input fields: "Username" and "Password". At the bottom, there are two buttons: "Sign in" (blue) and "Cancel" (gray).

Enter the Username, Password and Click 'Sign in'. This may be 'Log In' or something else depending on your device

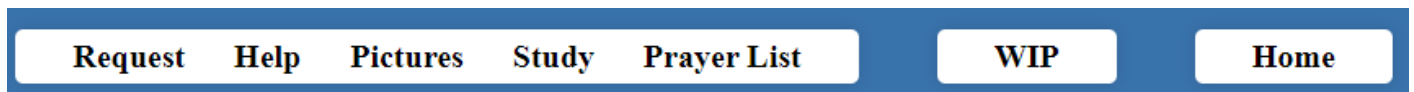


The Members page will be displayed.

*Please note that the Members page will use only dropdowns.*



The Members page will have different dropdown words across the top.



You can click on any of these dropdowns to migrate throughout the Members section

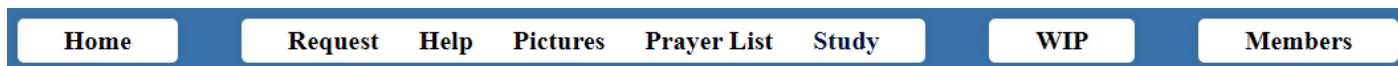


# How to use the Prayer List

To use the prayer list, it is necessary to have entered the Members section.

**Note:** for this documentation only the first line of the list is shown for privacy concerns.

The actual page will open with all the names on it.



Click the 'Prayer List' dropdown and the prayer list will be displayed.

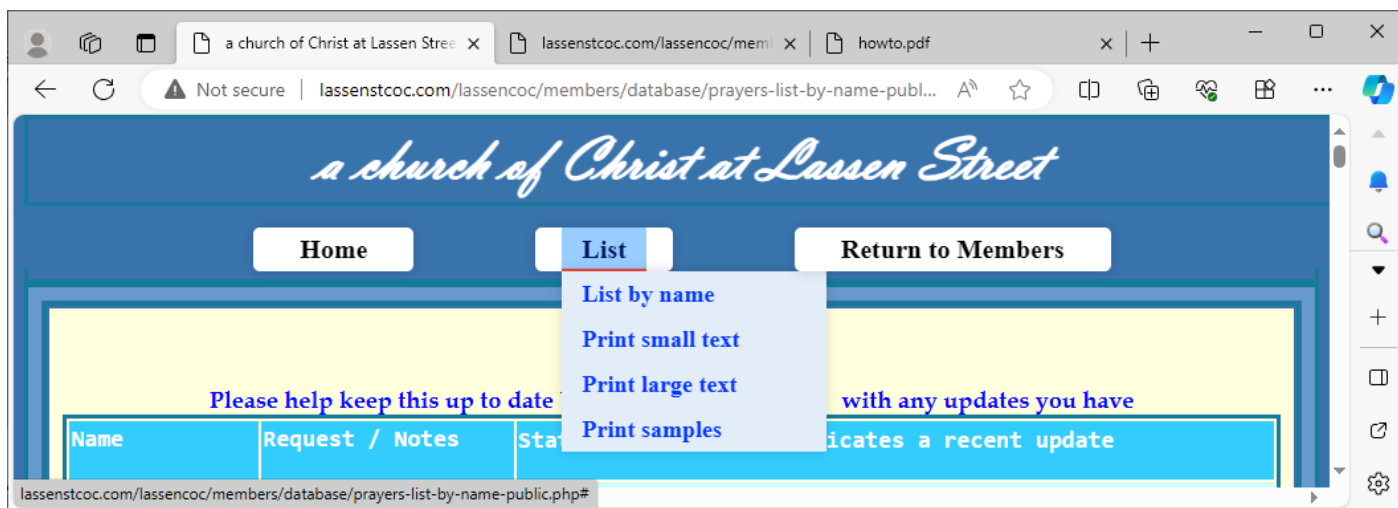


# How to print the Prayer List

There are 2 print sizes available and a sample of the 2 different print sizes.

Click on the 'List' dropdown to use various print formats for the List.

If you want to see a sample of the print sizes, click on 'List' then on 'Print Samples' from the dropdown.



The following sample page will display.

Prayer List as of 11/20/2022		
Name	Request	Status / Notes
A	God answers prayer	As I go through this list, I see so many have been blessed with an answer to our prayers. For some, God is still working, and we offer more fervent prayers for them.  Even though I don't have an update for many on this list, I believe God has blessed some of them with an answer we do not yet know about. Let us continue to pray for everyone on this list.

Sample of larger text

Prayer List as of 11/20/2022		
Name	Request	Status / Notes
A	God answers prayer	As I go through this list, I see so many have been blessed with an answer to our prayers. For some, God is still working, and we offer more fervent prayers for them.  Even though I don't have an update for many on this list, I believe God has blessed some of them with an answer we do not yet know about. Let us continue to pray for everyone on this list.

Then:

To print the full prayer list as small text, click on 'Print small text' and the list will be created as in the sample above.

To print the full prayer list as large text, click on 'Print large text' and the list will be created as in the sample above.

Once the list is created and appears on your computer screen, use the print function in your computer to print the list. Since all computer software uses different ways to print, it is not practical to show a sample here. If necessary, contact me and I will work with you to find out how to use your computer print function.

# How to view scripture references

Throughout the website are scriptures that support the text as in the sample below (Romans 16:16).

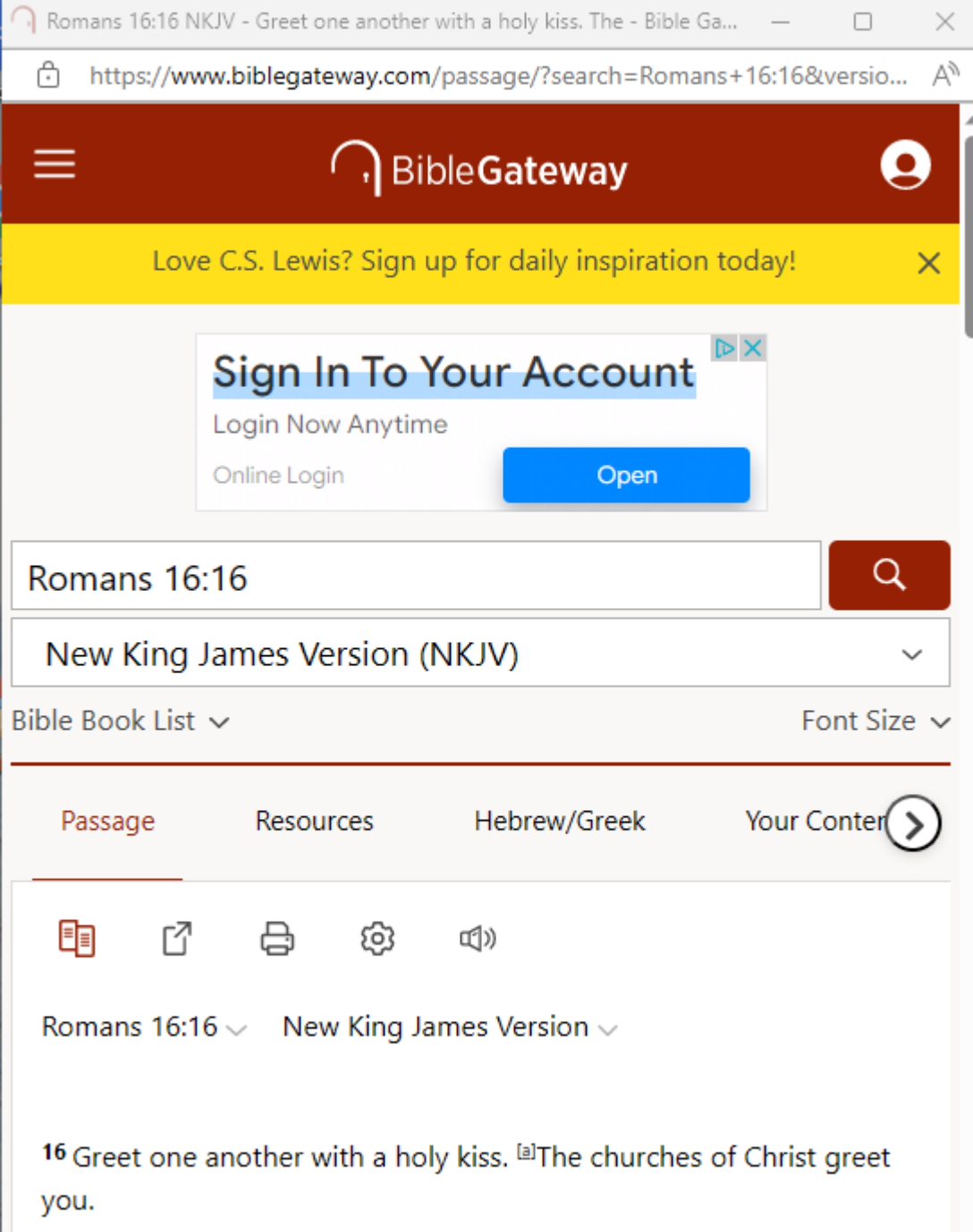


In order to see the text of these scriptures move the mouse (or tap) over the scripture reference and that scripture will be displayed as in the sample below.



If you want to see the text directly from the bible, click on the text of the scripture. The scripture from the online bible will be displayed as in the following sample.

The window that is displayed might be somewhat different than on a computer but the information is the same.



The screenshot shows a web browser window with the address bar displaying "https://www.biblegateway.com/passage/?search=Romans+16:16&versio...". The page header features the BibleGateway logo and a navigation menu. A yellow banner promotes signing up for daily inspiration. A "Sign In To Your Account" pop-up is visible, with a blue "Open" button. Below the pop-up, a search bar contains "Romans 16:16" and a search icon. A dropdown menu shows "New King James Version (NKJV)". The page includes a "Bible Book List" and "Font Size" dropdown. The main content area has tabs for "Passage", "Resources", "Hebrew/Greek", and "Your Center". Below the tabs are icons for document, share, print, settings, and audio. The passage text is displayed as "Romans 16:16" followed by "New King James Version". The text of the passage is "16 Greet one another with a holy kiss. [a]The churches of Christ greet you."

**Also, there some notes about this at the bottom of the home page.**

**For anything that is not clear in this document,  
please let me know and I will correct or  
improve it. You can send an email to  
[lassencoc@lassenstcoc.com](mailto:lassencoc@lassenstcoc.com)**