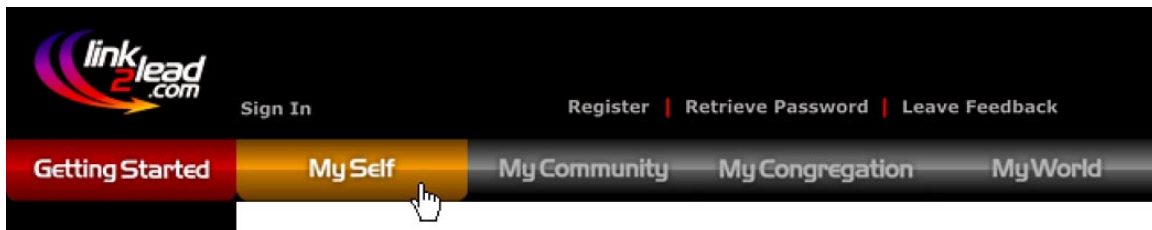


Guide to Link2Lead.com

Step 1

Go to www.link2lead.com and register

- At the top of the screen click on **Register**.
- Following the prompts select your denomination, your regional body, your church's city and your church.
- Complete the registration form.
- At this point you can use the site. You will receive an email from Percept with your account number and password. The next time you go to the site click on **Sign In** at the top of the screen and enter your account number and password.



Step 2

Browse the Link2Lead website! The Link2Lead menu options are at the top of the screen...

Menu Option | **MySelf**

Left Column Menu on MySelf page

iChange: Allows user to assess overall comfort level with change utilizing the iChange survey.

- Click on the **iChange** icon in the left column menu (or at the bottom of the page).
- Read the instructions, then click on **Take the Survey** at the bottom of the page or in the box in the upper right-hand corner of the page.
- Complete your responses to each statement on each of the five pages of the survey, and then click **Done**.
- A new page will appear briefly describing the five response styles. You are asked to identify the style that you think best represents your change response style. When you have completed doing this, click on **Show me My Style**.
- A new page will appear showing your overall *change response style* as well as your typical emotional response to change and your typical behavior response to change—all based on your responses to the survey statements. The page will also include a description of and suggestions relevant to your change response style.

Discuss Change Response Styles with Key Leaders in the Congregation

A discussion guide is available for helping key congregation leaders deal more productively with change.

- Click on **iChange** in the left column menu.
- Click on **View the Discussion Guide** in the box at the upper right corner of the page. A page introducing the discussion guide will appear.
- Click on **View the Discussion Guide** at the bottom of that page.
- You can then save or print the discussion guide for further use. Included in the discussion guide is a Group Style Calculation Table which can be used to calculate a change profile for a group of leaders.

iLead Type: Survey designed to identify your leadership style

- Click on the **iLeadType** selection in the left column menu. Read the instructions and click on **Take the Survey** at the bottom of the page.
- Provide a response to each set of statements according to the instructions. Click **Done** at the bottom of the last page of the survey.
- A page will appear identifying your primary and secondary leadership types as well as the way you tend to engage the Christian story and your typical ministry orientation. The characteristics of each leader type are also provided.

Menu Option | **My Community**

- From the menu on the left side of the screen select **Select Study area**. You then have a choice of selecting a 5-mile Radius around your church, a ZIP Code or a County. Select the geography you want and then click **GO**. Then click **Learn 10 Facts** about the area. You can take a 30 second quiz which asks questions about the selected zip code, county, or 5-mile radius area. To do so “Click here to take the 30 second Quiz” located near the top center of the page or “Take a 30 second quiz” located in the box near the upper right side of the page.
- You can access four **10 Facts** (Basic, Race and Ethnicity, Faith and Generational). Each selection contains 10 topic-related facts about the ZIP Code, County, or 5-mile Radius area.
- There is also a **10 Basic Facts Workshop & Quiz** to assist you.
- You can also access a **FirstView Report** about your selected geography. A FirstView is a 6-page report. Also there is a **FirstView Workshop** to assist you.
- From the left side menu you can choose **FirstView Maker**. Click **Get Started** and follow the directions to create a FirstView using a geography of your choice – multiple ZIP Codes, multiple Counties, Radius or Polygon. You create these reports online and they are sent to your email address within 5 minutes.
- **Ministry Area Profile** is a 27-page plus 6 InfoMap report that allows you to customize your geography.
- From the left side menu you can chose **ChurchLink**. After you click Get Started you can see the 200 churches closest to your church in table or interactive map format.

Menu Option | **My Congregation**

- On the left side of the screen click **MinistryMatch**. These 17 questions will compare the programs of the congregation to the needs of the community. This is a great tool to take to your programming committee to see if the church’s perceptions of the needs of the community are truly what the community needs. You can choose the 5-mile Radius around your church, any ZIP Code or any County to do the comparison.
- **MemberView** allows a congregation to do congregant plotting. Click on MemberView on the left side menu and follow the instructions. You can manually type in household addresses or upload them using an Excel file.
- **Context and ReVision** is a strategic planning process for your congregation.

Menu Option | **My World**

- On the left side of the screen click on **QuickInsight** to find one-page reports on specific topics.
- Click on **QuikStory** to find stories from local congregations who have used Percept resources.

