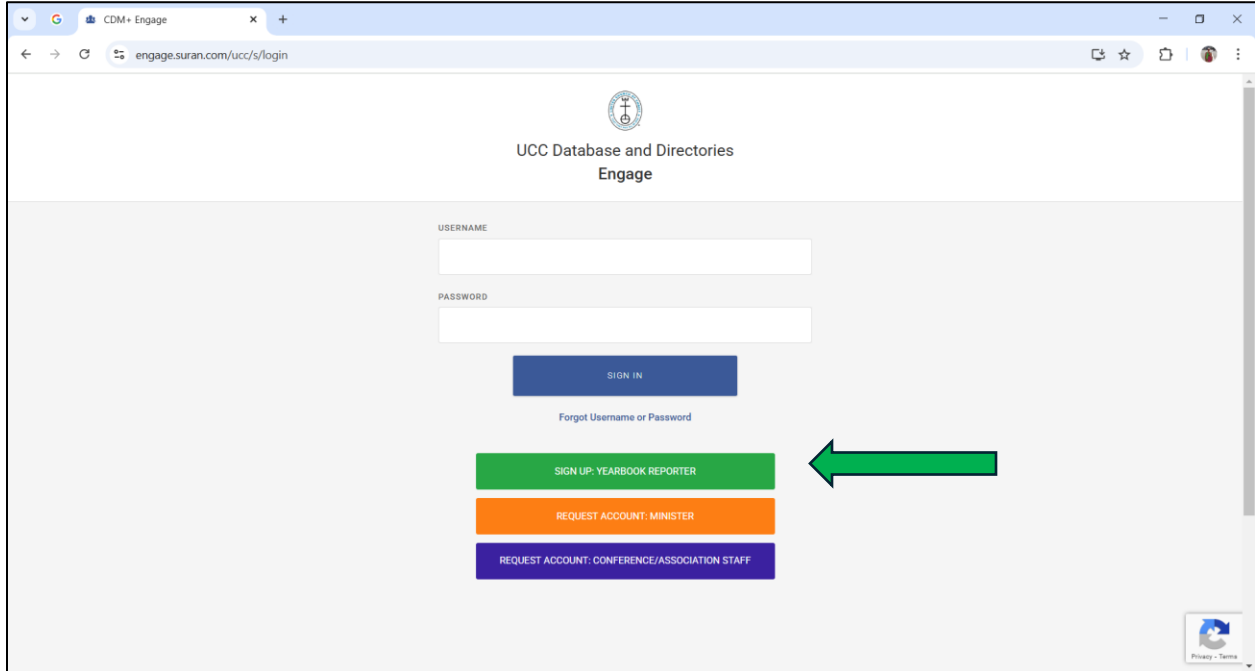


New Yearbook Reporter Log In Instructions

If you do not have an Engage account, you can set one up by going to <https://engage.suran.com/ucc/s/login> and clicking “Sign Up Yearbook Reporter”.



UCC Database and Directories
Engage

USERNAME

PASSWORD

SIGN IN

[Forgot Username or Password](#)

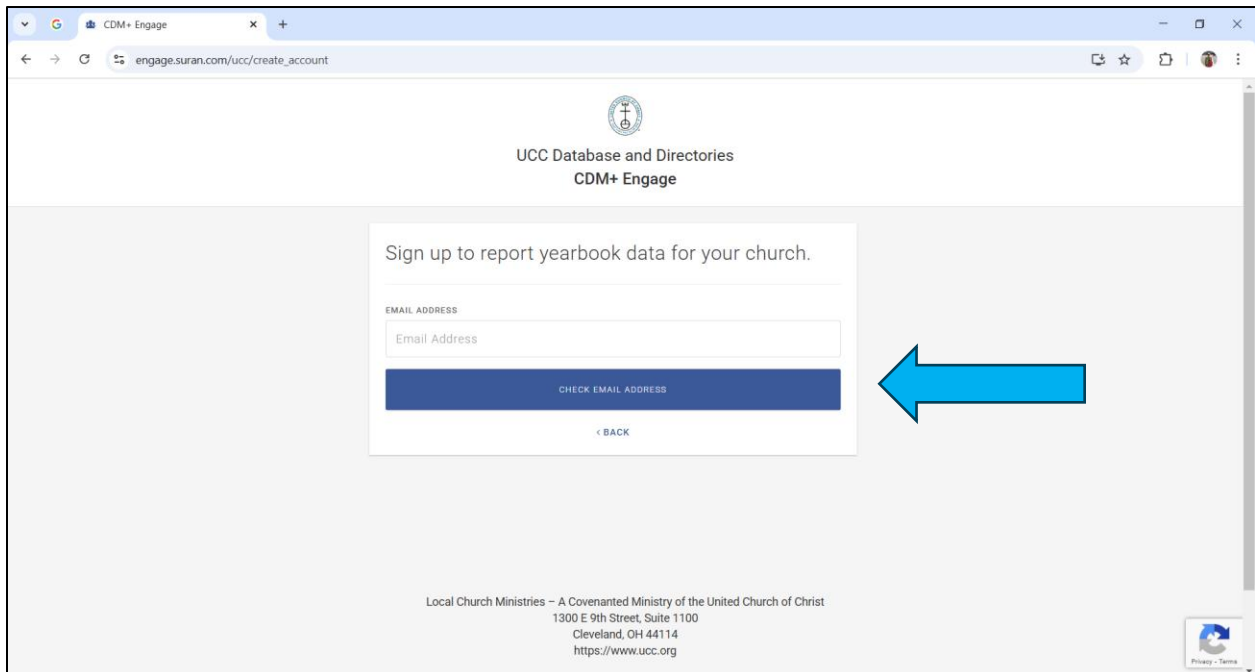
[SIGN UP: YEARBOOK REPORTER](#)

[REQUEST ACCOUNT: MINISTER](#)

[REQUEST ACCOUNT: CONFERENCE/ASSOCIATION STAFF](#)

Privacy - Terms

This should take you to the following screen, where you will be prompted to enter your email address:



UCC Database and Directories
CDM+ Engage

Sign up to report yearbook data for your church.

EMAIL ADDRESS

[CHECK EMAIL ADDRESS](#)

[< BACK](#)

Local Church Ministries – A Covenanted Ministry of the United Church of Christ
1300 E 9th Street, Suite 1100
Cleveland, OH 44114
<https://www.ucc.org>

Privacy - Terms

Enter your email and click "[Check Email Address](#)". This will search the system for existing accounts with the same address. If one is found, you will be given the opportunity to reset the password and login via email. If no existing account is found, however, you will receive a message stating "**No users found for (email that was entered)**". From here, you will need to click the link reading "[Click here to request new account](#)".

UCC Database and Directories
CDM+ Engage

Sign up to report yearbook data for your church.

EMAIL ADDRESS

karenkoza@aol.com

No users found for karenkoza@aol.com.

[Click here to request a new account.](#)

CHECK EMAIL ADDRESS

< BACK

Local Church Ministries – A Covenanted Ministry of the United Church of Christ
1300 E 9th Street, Suite 1100
Cleveland, OH 44114
<https://www.ucc.org>

After clicking "[Click here to request a new account](#)" you will see this screen:

UCC Database and Directories
CDM+ Engage

Create an account for yearbook reporting for your church.

FIRST NAME* LAST NAME*

EMAIL ADDRESS* karenkoza@aol.com

CHURCH ROLE*

CHURCH ID*

ACCESS CODE*

Please contact your conference office for church ID and access code.
You may add additional churches for reporting after logging in.

CREATE ACCOUNT

Back to Login

Enter the following information:

First Name

Last Name

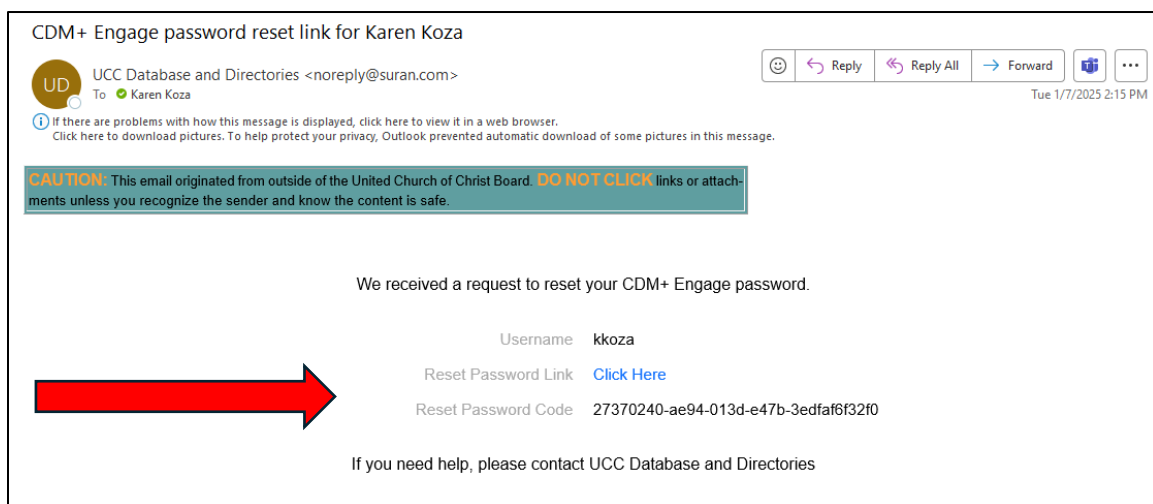
Email Address

Church Role – a drop down menu will appear and you can select a role

Church ID – this is your Church ID that you have used in the past. If you do not know your Church ID, please reach out to your Conference.

Access Code – this will be provided by your conference.

After entering required information and clicking "Create Account", you will receive an email with a "Reset Password Link" and a "Reset Password Code". Either click the link or copy the code and paste it into the "login" screen. You will then be able to create a username and password and log in.



From here, you should be taken to the following landing screen (Yearbook Reporter):

