



# *X-change*

## ▶ Where to find X-change?

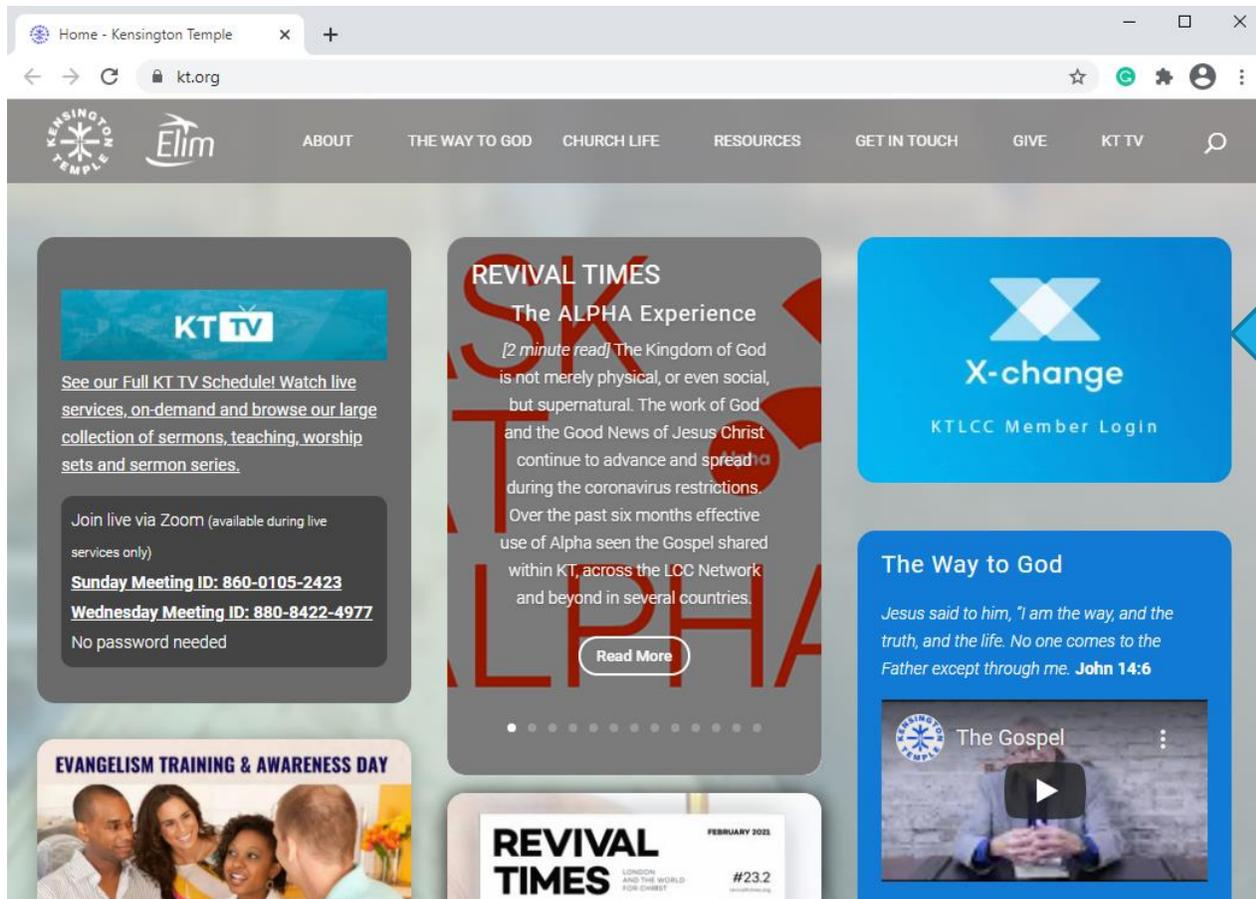
- ▶ KT website home page: [www.kt.org](http://www.kt.org)
- ▶ Click on the X-change box:





# X-change

## ► How to login



Click  
on the  
X-change  
box on  
the KT  
homepage

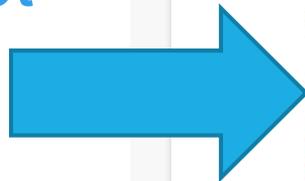


# X-change

## ▶ How to login – first time

The screenshot shows a web browser window with the URL `xchange.secure.force.com`. The page features the X-change logo and a 'Member Access' section. It includes input fields for 'Username (Personal Email)' and 'Password', a 'Show' button for password visibility, and a 'Re-set / Set password' link. There are 'SIGN IN' and 'SIGN UP' buttons. A dark navigation bar at the top contains the 'KINGSTON TEMPLE' logo and two 'Sign In' links.

Re-set / Set  
Password

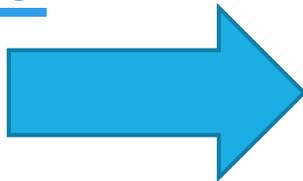




# X-change

## ▶ How to login – first time

Enter your  
*preferred*  
e-mail  
address



The screenshot shows a web browser window with the URL `xchange.secure.force.com/Forgot_Password`. The page title is "Re-set Password" and the browser tab is "Re-set Password". The page header includes the Kensington Temple logo, "Password Recovery", and a "Log In" link. The main content area says "Welcome to X-Change!" and provides instructions: "Use this page to reset your access password, by entering below the email-id used initially during the account registration process. Should you have any difficulties, please contact your Cell Leader or Primary Leader, or a Pastoral staff member at Kensington Temple." Below this is a "Re-set Password" form with the Kensington Temple logo, the text "Re-set Password", and a label "Enter your email". There is an empty text input field. Below the input field, it says "You should expect to receive an email with instructions." and a blue "SEND" button. At the bottom of the page, there is a link "Registered Already? Sign In" and a footer "Copyright © 2021 Kensington Temple".



# *X-change*

## ▶ **How to login – first time**

- ▶ We will send an email directly to you
- ▶ This will show you how to set your own password
- ▶ This is for you to determine
- ▶ It is confidential to you
- ▶ It will give you access to *X-change*



# *X-change*

## ▶ Which e-mail address?

- ▶ Your preferred e-mail address
- ▶ The one you will have used when completing forms in the past
- ▶ The one you have been using when communicating with us
- ▶ You may have several – please choose the one you prefer
- ▶ This will now be your *X-change* user name



# *X-change*

- ▶ **Can I check which e-mail address to use?**
  - ▶ Yes
  - ▶ By e-mailing Rev. Scott Templeton
    - ▶ [scott.templeton@kt.org](mailto:scott.templeton@kt.org)
  - ▶ Scott can confirm your e-mail address
  - ▶ Or, Scott can alter your e-mail address



# X-change

## ▶ How to login – subsequently

Simply  
enter your  
preferred  
e-mail &  
password

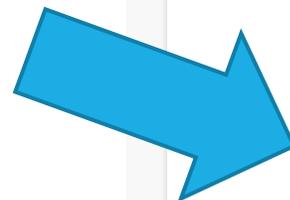
A screenshot of a web browser showing the X-change Member Access login page. The browser address bar shows 'xchange.secure.force.com'. The page has a dark blue header with the Kensingon Temple logo and 'Sign In' buttons. Below the header is a large blue 'X-change' logo. The main content area is titled 'Member Access' and contains a login form with fields for 'Username (Personal Email)' and 'Password', a 'Show' button, and a 'Re-set / Set password' link. There are two blue buttons: 'SIGN IN' and 'SIGN UP'. The 'SIGN UP' button is accompanied by the text 'If you have not yet registered, please sign up'.



# X-change

## ▶ How to login –if you are new to us

Simply click  
**SIGN UP**  
and complete  
a few  
simple details

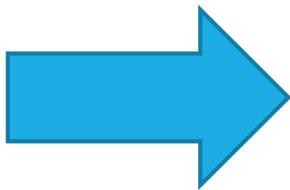
A screenshot of a web browser showing the X-change Member Access login page. The browser address bar shows 'xchange.secure.force.com'. The page has a dark blue header with the Kensington Temple logo and 'Sign In' buttons. Below the header is a large blue 'X-change' logo. The main content area is titled 'Member Access' and contains a login form with fields for 'Username (Personal Email)' and 'Password', a 'Show' button, and a 'Re-set / Set password' link. There are two blue buttons: 'SIGN IN' and 'SIGN UP'. A message below the buttons says 'If you have not yet registered, please sign up'.



# X-change

## ▶ How to login –if you are new to us

Create a login  
by completing  
a few  
simple  
details



The screenshot shows a web browser window with the URL `xchange.secure.force.com/Registration`. The page title is "Account Registration" and features the X-change logo. The registration form includes the following fields: "Title\*" (a dropdown menu), "First Name\*", "Last Name\*", "Personal Email\*", "Mobile", and "Home Postcode\*". Below these fields is a blue button labeled "Click to show personal address". The "Enter a Password\*" field has a "Show" button. At the bottom, there is a checkbox for "I'm not a robot" and a reCAPTCHA widget with "Privacy - Terms" links. A large blue "SIGN UP" button is at the very bottom of the form.