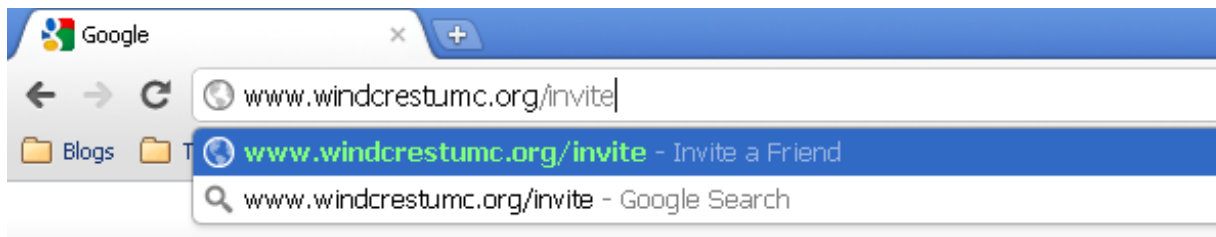


## Sending Evites through Email *invite your friends using [windcrestumc.org](http://windcrestumc.org)*

**What is an Evite?** Evite stands for *Electronic Invitation*. You can use evites to invite your friends and family to an event. All you need is an email address, and your friends' email addresses. The invitation is sent on your behalf via email. An evite shouldn't replace a face-to-face conversation, but is a tool to make inviting people and spreading the word about an event easier.

**That sounds great! How do I send one?** Below are step-by-step instructions for sending evites through our website.

1. First, think of some people you want to invite and make a note of their email addresses.
2. Open your internet browser (Internet Explorer, Firefox, Safari, Chrome, etc.). In the address bar, type **[www.windcrestumc.org/invite](http://www.windcrestumc.org/invite)**.



Or, from the **[www.windcrestumc.org](http://www.windcrestumc.org)** homepage, hover your mouse over **Connect** on the menu, and click on **Invite a Friend**.



3. Welcome to the **Invite a Friend** page! All the evites we have available will be listed on this page. They'll change from time to time, so check back often!

The screenshot shows the top of the website with the church logo and name: "WINDCREST UNITED METHODIST CHURCH A SPIRITED COMMUNITY SERVING THE WORLD". Below the logo is a navigation bar with links: HOME, ABOUT US, CHILDHOOD EXPRESSIONS, CONNECT, CONTACT US. The main heading is "Invite a Friend". Underneath is the sub-heading "Invite Someone to Windcrest United Methodist Church". A paragraph of text explains the purpose of the page: "So many people are just an invitation away from coming to church and hearing the life changing message of Jesus Christ. Take a moment and invite one of your neighbors, a friend, or a relative to join us this Sunday, to serve with you in the community, or some other special event." Below this text are two event cards. The first card is for "INDEPENDENCE DAY celebration" on Sunday, July 3, with a combined worship service at 10:00 am and a potluck picnic in the Fellowship Hall. The second card is for "VBS 2011" from July 11-16, for ages 4 years to 6th grade. Below each card is a "Send Evite" button.

4. See one you want to use? Great! Click **Send Evite**. A box appears asking you how you'd like to send your evite. Click **Email**.

This screenshot shows the same event cards as the previous image. The "Send Evite" button under the "INDEPENDENCE DAY celebration" card is highlighted with a red circle. A white dialog box with a close button (X) in the top right corner is overlaid on the page. The dialog box contains the question "How do you want to send your evite?" and three options: "Email" (with an envelope icon and a red circle around it), "Facebook" (with the Facebook 'f' logo), and "Twitter" (with the Twitter bird logo).

5. Fill in the information, and be sure to include a personalized message. (Hint: to send to more than four people, click **Add Friends +**).

**Invite a Friend**

You're invited to Windcrest United Methodist Church's  
**INDEPENDENCE DAY celebration**  
Sunday, July 3  
Join us for a combined Worship Service at 10:00 am  
Followed by a potluck picnic in the Fellowship Hall

**Independence Day Celebration**  
Let freedom ring! On Sunday, July 3 Windcrest UMC is having a relaxed, fun-filled day with friends. Invite your friends and family to join us at 10:00 am for a combined worship service in the Sanctuary. Immediately following worship we'll enjoy a potluck picnic in the Fellowship Hall and courtyard.

**Your Name:**  
Emily Simmons

**Your Email:**  
e.simmons@windcrestumc.org

**Message to Friend(s):**  
Hi! My church is having a great event on July 3. I'd like to invite you to come with me.

**Friend(s) Email Addresses:**  
s.simmons@windcrestumc.org

**Add Friends +** **Preview** **Send Evite**

To see what your evite will look like, click **Preview**.

**Invite a Friend**

You're invited to Windcrest United Methodist Church's  
**INDEPENDENCE DAY celebration**  
Sunday, July 3  
Join us for a combined Worship Service at 10:00 am  
Followed by a potluck picnic in the Fellowship Hall

**Independence Day Celebration**  
Let freedom ring! On Sunday, July 3 Windcrest UMC is having a relaxed, fun-filled day with friends. Invite your friends and family to join us at 10:00 am for a combined worship service in the Sanctuary. Immediately following worship we'll enjoy a potluck picnic in the Fellowship Hall and courtyard.

**Your Name:**  
Emily Simmons

**Your Email:**  
e.simmons@windcrestumc.org

**Message to Friend(s):**  
Hi! My church is having a great event on July 3. I'd like to invite you to come with me.

**Friend(s) Email Addresses:**  
s.simmons@windcrestumc.org

**Add Friends +** **Preview** **Send Evite**

Clicking Preview opens a new window with your evite. This is what your friend(s) will see when they open your email.



Emily Simmons ([e.simmons@windcrestumc.org](mailto:e.simmons@windcrestumc.org)) wanted to invite you to Windcrest United Methodist Church (<http://www.windcrestumc.org>). Let freedom ring! On Sunday, July 3 Windcrest UMC is having a relaxed, fun-filled day with friends. Invite your friends and family to join us at 10:00 am for a combined worship service in the Sanctuary. Immediately following worship we'll enjoy a potluck picnic in the Fellowship Hall and courtyard. They also sent you the following message:

*Hi! My church is having a great event on July 3. I'd like to invite you to come with me.*

Windcrest United Methodist Church  
8101 Midcrown Drive, San Antonio, TX 78239  
[Click Here For Driving Directions](#)  
<http://www.windcrestumc.org>

6. Ready to send your evite? Click **Send Evite**.

A screenshot of an online invitation form titled 'Invite a Friend'. It includes a preview of the invitation graphic, a 'Your Name' field with 'Emily Simmons', a 'Your Email' field with 'e.simmons@windcrestumc.org', a 'Message to Friend(s):' text area containing the invitation message, and a 'Friend(s) Email Addresses:' section with one field containing 's.simmons@windcrestumc.org'. At the bottom, there are buttons for 'Add Friends +', 'Preview', and 'Send Evite', with the 'Send Evite' button circled in red.

Congratulations, you've sent your friend(s) an evite to our event!




**WINDCREST UNITED METHODIST CHURCH**  
A SPIRITED COMMUNITY SERVING THE WORLD

[HOME](#)   [ABOUT US](#)   [CHILDHOOD EXPRESSIONS](#)   [CONNECT](#)   [CONTACT US](#)

## Invite a Friend


### Invite Someone to Windcrest United Methodist Church

So many people are just an invitation away from coming to church and hearing the life changing message of Jesus Christ. Take a moment and invite one of your neighbors, a friend, or a relative to join us this Sunday, to serve with you in the community, or some other special event.

 Your evite has been sent successfully!



Independence Day Celebration  
[Send Evite](#)



Vacation Bible School  
[Send Evite](#)