



READINESS 360

Customize Your Readiness 360

1. Login using the information received in your email. This will take you to the R360 Admin Dashboard.

R360 ADMIN DASHBOARD Welcome Christine

Welcome to your Readiness 360 Control Panel!

You will use this area to:

- a) Customize the tool
- b) Obtain survey password information and sample email text
- c) Check on completion of the survey and
- d) Request generation of your congregation's report

Please do NOT share your personal login information with others.

[Customize Your Readiness 360](#) [Buy New R360](#)

[Check Survey Completion and/or Generate Report](#) [Change Password](#)

2. Click on "Customize Your Readiness 360" (circled above) and completed all the information contained on that page.

Customization and Contact Information

The asterisked (*) fields below represent areas that will be used to customize your survey and report . Please be mindful of this and check for accuracy and clarity of statements.

*Formal Name of Congregation : 1st Sample Church

*Informal Name of Congregation : 1st Church

(this is the name used when referring to yourself internally)

Congregation's Address :

Congregation's Website :

Senior/Lead Pastor Name :

Senior/Lead Pastor Phone :

Senior/Lead Pastor Email : christie@greatu.com

SAVE

NOTE:

The formal and informal name of the congregation must be completed before we a report can be generated.

About Your Congregation

Please provide us some basic information about your congregation.

Year congregation was founded : 2000

Average weekly worship attendance : 400

Ministry Context (Choose best description):

- Rural
- Town/Small City
- Suburban
- Metropolitan Area
- Urban Center

Average Age of Church Participants:

- 18-24
- 25-44
- 45-54
- 55-64
- more than 64

NOTE:

This data is not contained within the report, but is used for internal research purposes. Thank you for taking a few minutes to provide accurate data here so we can better improve the tool and report trends.

Select any 2 additional specific questions you would like added to the standard ones used to measure Cultural Openness. If you skip this step, no additional questions will be added.

*** Cultural Openness Customization:**

Since each ministry context is unique, the questions that measure cultural openness are customizable. There are standard questions that measure a congregation's openness to the next generation and the community that surrounds it. If you check none of the boxes below, your people will only be asked the standard question set and none of the question sets from that address the specific populations below. If your context warrants, check up to 2 particular people groups you are seeking to reach:

- A recent immigrant population in our neighborhood.
- A different racial/ethnic group than the majority of our congregation .
- The gay/lesbian/transgendered population in our neighborhood.
- People with significantly less financial income in our neighborhood.

Additional question set(s) will be added based on the boxes you have checked.

Please carefully edit the text in the grey box so that your survey takers will understand why they are taking this survey. If you skip this step, survey takers will see all the text in the grey box "as is."

*** Welcome Screen Text:**

Please modify the welcome text as desired so that people taking the survey understand what multiplication scenario your congregation is considering. These two paragraphs precede survey instructions and are the first thing survey-takers see after providing their passcode.

explain your rationale for asking people to take the Readiness 360 in your own words. Sample text is provided.

Thank you for making the time to complete this online Readiness 360 survey!

Our congregation is taking seriously its call to multiply its ministry and reach new people. We are considering adding a second campus in Hopeville for college students and young professionals.

The most important part of our discernment process isn't about the strategy to be used or the money

LOAD WELCOME TEXT INTO SURVEY

*** Create Email with Survey Passcode for Congregation**

BEFORE CREATING THE EMAIL FOR THE CONGREGATION, PLEASE COMPLETE ALL CUSTOMIZATION FIELDS ABOVE.

Congratulations, this is the last step in setting up your survey! Simply modify the sample email below, click for a copy of it to be emailed to you, then forward it to all potential survey participants. In order to gain buy-in to the results of the Readiness 360 and to begin gaining commitment from your congregation, we recommend you have at least 10% of your congregation take the survey and no fewer than 25 (if your congregation has fewer than 250 people in average weekly worship).

NOTE TO SAMPLE TEXT TAKERS. This email is customizable by you so that you can explain your rationale for asking people to take the Readiness 360 in your own words. Sample text is provided.

We are taking seriously our call to make disciples of Jesus Christ for the transformation of the world. One thing we are considering is... (Insert your idea or desire to create new places or ministries for new people). To that end we are asking you to take an online survey called Readiness 360.

The Readiness 360 will help us identify opportunities for strengthening our multiplication DNA through assessing our spiritual intensity, dynamic relationships, missional alignment, and cultural openness. After a critical mass within our congregation takes the online survey, we will report back our findings and discover next steps together.

Please [click here](http://readiness360.org/r360/survey_login.php) to log in and type in our congregation's passcode:934366403. Set aside 20 minutes to take the survey between now and Monday, 12/12/12 at midnight.

Visit <http://www.readiness360.org/tools> to gain access to graphics, templates and other information that will help you get the word out about *Readiness 360*.

SEND ME A COPY OF EMAIL TO FORWARD TO CONGREGATION

Edit the text in the grey box leaving the link and passcode information in tact. (Please [click here](http://readiness360.org/r360/survey_login.php) to log in and type in our congregation's passcode: 934366403.)

After you click on the "SEND ME A COPY OF EMAIL TO FORWARD TO CONGREGATION" button, a copy of this email will be sent to the R360 survey administrator.

Congratulations! You have successfully customized your *Readiness 360*.

This is the final step. Again, edit the text in the grey box leaving the link and passcode intact (Please click here to log in and type in our congregation's passcode:934366403.)

Don't forget to modify the due date and details about who to contact for help.

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SEND ME A COPY OF EMAIL TO FORWARD TO CONGREGATION

An email will be sent to the survey administrator after you click the "SEND ME A COPY OF EMAIL TO FORWARD TO CONGREGATION" button.

Congratulations! Your **Readiness 360 Survey** is now ready to launch. The more people who participate in the survey process, the more buy-in people will have to the results. From a statistical standpoint, you should have 10% of the average weekly worship attendance or 25 people -- whichever number is LARGER.

Visit readiness360.org/tools for a launch timeline and other tools to help make it easier to spread the news and increase participation.