



## NEW TO MAILCHIMP QUESTIONS

PLEASE WATCH TRAINING VIDEO AT [HTTPS://DEV.LIFEPOINTOHIO.COM/2019/11/11/USING-MAILCHIMP/](https://dev.lifepointohio.com/2019/11/11/using-mailchimp/)  
PLEASE PROVIDE ANSWERS TO ALL REQUIRED QUESTIONS BELOW AND EMAIL IT TO  
DOMINICS@LIFEPOINTOHIO.COM

1. **Create your own (free) Mailchimp account and we will then invite you to join our Lifepoint Church organization on Mailchimp. What is your Mailchimp account email?**
2. **How will you be handling your Audience** (please refer to Mailchimp eNews Guide pg. 4 for more details)?
  - A. Sync from CCB to Mailchimp (recommended process)
  - B. Manually importing a CSV or TXT list into a Mailchimp audience
  - C. Manually adding participants individually
  - D. Sync both ways between CCB / Mailchimp
3. **Name for your Audience** (i.e. Lewis Center – Whats Happening)?  
**\*If using CCB to sync, please make a group on CCB and write below the Group Name and campus location.**
4. **Which template would you like to have** (i.e. Kids, Students, What's Happening, 1825, ect...)?
5. **Default "from" name?** (This is the name your eNews will come from)
6. **Default "from" email address?** (This is the email address that will receive reply emails)
7. **Would you like to have social media links in your footer** (Optional)? **If so, list which social media link(s) and provide URL(s)?**
8. **Would you like to have other link(s) in your footer** (Optional)? **If so, please provide the title(s) and the URL(s) of the landing page.** i.e. Lifegroup Catalog – <https://www.lifepointohio.com/ministries/lifegroups>
9. **Would you like an "Add us to your address book" in your footer** (Optional)? **If so, please provide ALL answers below.**
  - A. Which campus
  - B. Your title (optional)
  - C. Contact name
  - D. Email address
  - E. Phone number
  - F. Address
10. **Are there any other changes, additions, etc... Or are you looking for a different design? Please provide specifics below or call our Creative Team to discuss more of what you would like.**



## TAKING OVER CURRENT AUDIENCE(S) IN MAILCHIMP QUESTIONS

PLEASE WATCH TRAINING VIDEO AT [HTTPS://DEV.LIFEPOINTOHIO.COM/2019/11/11/USING-MAILCHIMP/](https://dev.lifepointohio.com/2019/11/11/using-mailchimp/)  
PLEASE PROVIDE ANSWERS TO ALL REQUIRED QUESTIONS BELOW AND EMAIL IT TO  
DOMINICS@LIFEPOINTOHIO.COM

1. **Create your own (free) Mailchimp account and we will then invite you to join our Lifepoint Church organization on Mailchimp. What is your Mailchimp account email?**
2. **Will you be handling your Audience the same way? If NOT, please let us know how you will be from the list below** (please refer to Mailchimp eNews Guide pg. 4 for more details)
  - A. Sync from CCB to Mailchimp (recommended process)
  - B. Manually importing a CSV or TXT list into a Mailchimp audience
  - C. Manually adding participants individually
  - D. Sync both ways between CCB / Mailchimp
3. **What is the name of your Audience(s)?**
4. **Default “from” name?** (This is the name your eNews will come from)
5. **Default “from” email address?** (This is the email address that will receive reply emails)
6. **Would you like an “Add us to your address book” in your footer (Optional)? If so, please provide ALL answers below.**
  - A. Which campus
  - B. Your title (optional)
  - C. Contact name
  - D. Email address
  - E. Phone number
  - F. Campus address
7. **Are there any changes, additions, etc...you would like?**