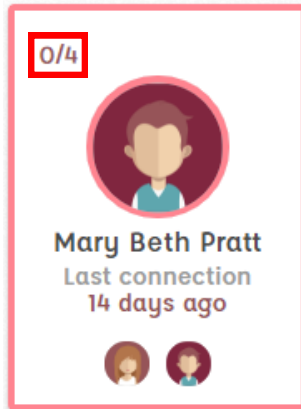


CONNECTION REMINDER EMAILS



STEP 1

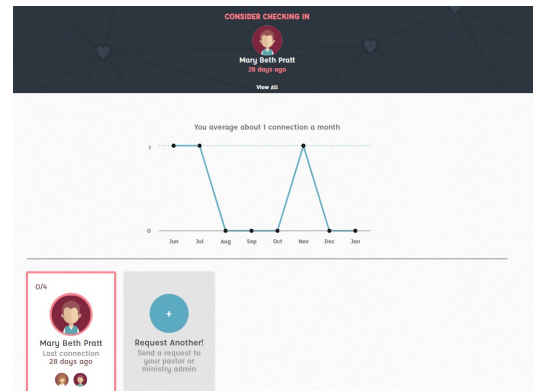
Each Kin has shared the number of connections they desire per month. This desired number is entered into the platform, by the Kin Ministry Leader and is visible in the top left corner of the Kin's card.

In this example the Kin desires 4 connections per month.

STEP 2

All connection reminder emails are auto generated based on a formula calculated from the desired number of Kin connections versus the number of recorded connections

In this example, the Kin desires 4 connections per month or 1 per week. If a connection per week is not recorded, the platform automatically sends the volunteer an email reminder to connect with their Kin.



Hello Denice,

It looks like you have some kin who could use a check-in.

Shauna Arrend - Last connection 51 days ago

Billy Jean - URGENT Last connection 25 days ago

[Take me to the dashboard!](#)

Thanks for helping out!

Regards,
Kin Ministry

If you're having trouble clicking the "Take me to the dashboard" button, copy and paste the URL below into your web browser: <https://kin-ministry.myriadapps.com/dashboard>

STEP 3

The reminder emails are generated and sent by an automated system, not by your Kin Ministry Leader. After reviewing your connections, if you feel you received an email in error, contact your Kin Ministry Leader directly, do not respond to the email.