The Internet remains to be a complicated medium for most organizations to conquer. From design, to hosting and domain registration, the cost and stress of getting a website up and running can be overwhelming.

Ministry ToolBox Online is a web-based applicaton that can solve the problems of web development with a turnkey solution that will handle every aspect of the process quickly and affordably. Now you can create and manage a website entirely through your Internet browser.

The Ministry ToolBox Online website management system provides its customers with complete control over the design and content of their website without the expense of a developer.

Our user-friendly setup can have your basic site created and online in a few hours. Our easy-to-use administrative tools allow you to update content and design at any time, and from anywhere.

Benefits

Build Your Website Like a Pro.

- No longer need to be a code junkie to build a website. MTBO writes the code for you. In a short time you will have produced a professional looking website that looks like you spent more time on it than you actually did.
- All you need to do is write the text and add your own pictures, graphics and multimedia files.

Maintain Control of Your Site In-House

- MTBO is a safe service that resides on our secure infrastructure and is accessible online only to select users through standard browsers such as Microsoft Explorer.

No Software to Learn

- Eliminates the need to learn HTML or software programs like FrontPage and Photoshop. Staff can rapidly publish content from any computer in the world as long as it has a current browser and connection to the Internet.

Tools You are Familiar With

- Word-processing tools similar to Microsoft Word make editing your content a hassle-free undertaking.

Improve Communication to Your Congregation

- Improve communication within your ministry or congregation by providing updated information available 24/7.
- Create a new channel of conversation via the Web through email and other means.

Improve Ministry and Outreach Communication

- Provide in-depth information on your site about specific ministries, your vision, spiritual questions, etc. to reach out to people where they are, in a way with which they are comfortable.

Strengthen Your Church's Identity

- By providing a professional, current website, you tell your community that you are committed to meeting their needs and committed to excellence in ministry.

Cost Effective

- At a fraction of the cost of traditional websites, Ministry ToolBox Online is cost effective and enables you to practice solid stewardship.

Save Money and Resources

- Eliminate postage costs by communicating via the Web to those who have Internet access.
- Ministry ToolBox Online technology allows you to update your site anywhere, anytime from any computer with the Internet, thus saving you valuable time and negating the need for expensive programmers.
- With its familiar tools and ease-of-use, most anyone can use Ministry ToolBox Online. And, with advanced features in place, those already familiar with Web programs can use Ministry ToolBox Online as well to further enhance the site.

Comprehensive Solution

- Ministry ToolBox Online includes everything from design and hosting to Online tools and easy-to-use managers. One stop is all you need!

Customer Support and Help Tools

- Customer support and online help tools give you access to expert advice and assistance, should you need it.

Free Resources

- Many free resources are available: images, prewritten text for your pages and ideas for formatting pages.

Materials to Help Promote Your Site

- Print and other materials are available to help you promote your site within your congregation, ministry, and community.

Free Features Upgrade

- As we continually enhance Ministry ToolBox Online through developing technology, you'll receive free feature upgrades.

General Features

Design Wizard
Choose from a variety of professional design styles. Don't like one of our stock templates? Check out custom design services at very reasonable rates. Options range from integrating existing designs or creating a brand new look and feel. You can also change your design at any time! By following a few simple rules when building your content, all the content of your website will automatically change to fit the new design.

Page Managers
Page Managers are one of the key differentiators of Ministry Toolbox Online. Input your events, news, links, photos, staff, missionaries, needs and small groups with very little effort (fill in some fields) and select from a variety of preformatted pages that display that information for your users. See "Online Managers" document for a detailed look at the Toolbox page managers.
Managers include: Startup, Design, Content, Events, News, Database, Links, Photo Album, Staff, Email / Domain, Stats, Registration, Needs, Missions, Small Group, RSS Feeds / PodCast, Store, Donations.

Easy Custom Page Editing
Use a familiar WYSIWYG page editor to easily create your custom content. If you're comfortable using a word processor, you'll be very comfortable with our editor. It includes the following functions: cut, copy, paste, undo, visible borders, special characters, emotions icons, image wizard, flash wizard, media wizard, bring forward, send backward, 11 table functions, left justify, center, right justify, justify full, font color, highlight color, insert numbers, insert bullets, indent text, outdent text, subscript text, superscript text, strikethrough text, insert current time, insert today's date, insert line, insert link, downloadable file list, remove format, code cleaner, styles, fonts, font size, images and page links. (See pages 4-9 below)

Combo Pages
Use the combo page editor to easily create sophisticated pages showing a combination of our preformatted pages and your custom pages together on a single page.

File / Image Wizard
Upload and store your own images, documents, audio files, etc. to your website for inclusion in your custom content. Link them quickly and easily using the page editor's "Image" or "File" Wizard.

Navigation Editor
Easily add/change your main navigation menus. You can also have submenu items. Choose from a variety of menu locations and styles.

Forms Support
A website is a great place to gather information and provide a means for feedback. The "forms" feature makes it very simple to create customized forms that can ask your visitors or members any kind of question that might help you serve them better.

Quick Links
Have your news, events and links highlighted on every page with quick links on the right panel. You can optionally put your own custom content on the right or left panel for all pages or only selected pages.

Domain
Have you own domain name (www.ourtowncommunitychurch.com) or use our domain name temporarily or permanently. (ourtown.ministrytoolboxonline.com)

Email
Create your own email accounts. Set up auto-responders or a catch-all email account.

Member Permissions / Administration Permissions / Login
Restrict certain areas of your website to church staff or members of your church. Assign permissions and tasks to different people, retaining the security level that you choose. You can use this feature to create an Intranet website for internal use only. You can also choose who has access to website administration functions.

Startup Manager

- Design a draft of your website in minutes
- Step 1 – Title and general information
- Step 2 – Choose graphical header
- Step 3 – Choose from a list of prepared pages
- Step 4 – Add, delete or edit pages immediately

Content Manager

- WYSIWYG content layout tools
- Unlimited customizable pages
- No need to know HTML
- Easy MS WORD-like interface
- Upload and add images or files
- Format text size, color, font and style
- Create links, tables and forms
- Secure pages for members or groups

News Manager

- Feature articles, releases, and news
- Control publishing and removal dates
- Prominently display in any selected sidebar

Links Manager

- Link to other websites or internal web pages
- Prominently display in any selected sidebar

Photo Album Manager

- Create your own website photo albums
- Easily upload unlimited photos into each album
- Automatically formats your album pages
- View in slideshow or list format
- Display randomly each time a page is refreshed
- Put a caption alongside each picture

Traffic / Stats Manager

- Keep track of website visitors
- Determine number of website hits
- Track where they are coming from
- Track what web pages are accessed on your site
- Determine success with very detailed reporting

Missions Manager

- Digest view broken down by category
- Detailed view with general information, needs,
- Require login to view all information about sensitive missionary information

Design Manager

- Choose header, menu styles and placement
- Custom footer information
- Custom metadata information for search engines

Event Manager

- Dynamic event publishing system
- Display events in list or calendar format
- Daily, weekly, monthly, yearly recurring events
- Add unlimited calendar events
- Easy navigation with custom categories
- Automatically displays summary and details
- Link to additional information
- Automatically removes expired events

Database Managers

- Store user defined information
- Display and search information
- Collect information online from website users
- Create multiple database types (sermons, etc.)

Staff Manager

- Show pictures with biographical sketches
- Create categories and organize staff by groups

Email / Domain Manager

- Manage email mailboxes
- View email worldwide through web mail
- Control unwanted mail with spam filter
- Unlimited E-mail forwarding included
- Control your own forwarding accounts
- View status of domains

Event Registration Manager

- Take online event reservations
- Works with Event Manager
- Preformatted pages for login, logout, registration, lost password, update information, welcome screen and access request.

Small Group Manager

- Create a catalogue of small groups
- Include small group number, detail (events, contact information and picture course study, teaching/ministry staff)
- Divide groups into specific areas of ministry
- Small Group Sign-up Process

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Church Growth Resources
Kitchener, ON, Canada

Needs Manager

- Publish available volunteer needs
- Create filter criteria (ex–gifts, skills and talents; passions and interests; demographic areas)
- Filter criteria with explanation popup

RSS/Podcast Manager

- Create RSS Feeds or Podcasts
- Users can subscribe to Podcast downloads
- Information is delivered whenever update is made to the Feed
- Uses - sermons, music, or announcements navigation

Donation Manager *

- Take donations through your website
- Enforce donation limits
- Include a customizable categories
- Works with Store Manager supporting different payment gateways

Multiple Webmaster Support

- Add separate logins for your web team
- Restrict access to major features
- Unlimited webmaster accounts
- Unlimited web editor accounts

Training & Support

- Online documentation
- E-mail Support
- Phone support available during business hours
- Training sessions available starting at $40/hour

User Manager

- Unlimited users
- Modify access levels with multiple levels of restriction
- Administrative reporting
- Search Facility

Online Store Manager *

- Display and sell products easily and effectively
- Manage catalogue of products
- Set up shipping and tax options
- Group products in categories for easy
- Secure payment collection
- Support different payment gateways

Mailer Manager *

- Create attractive HTML emails
- Use multiple emails in specific campaign
- Manage multiple groups of emails
- Report emails that bounce
- Allow recipients to unsubscribe
- Allow website users to subscribe automatically

Custom Design and Layout

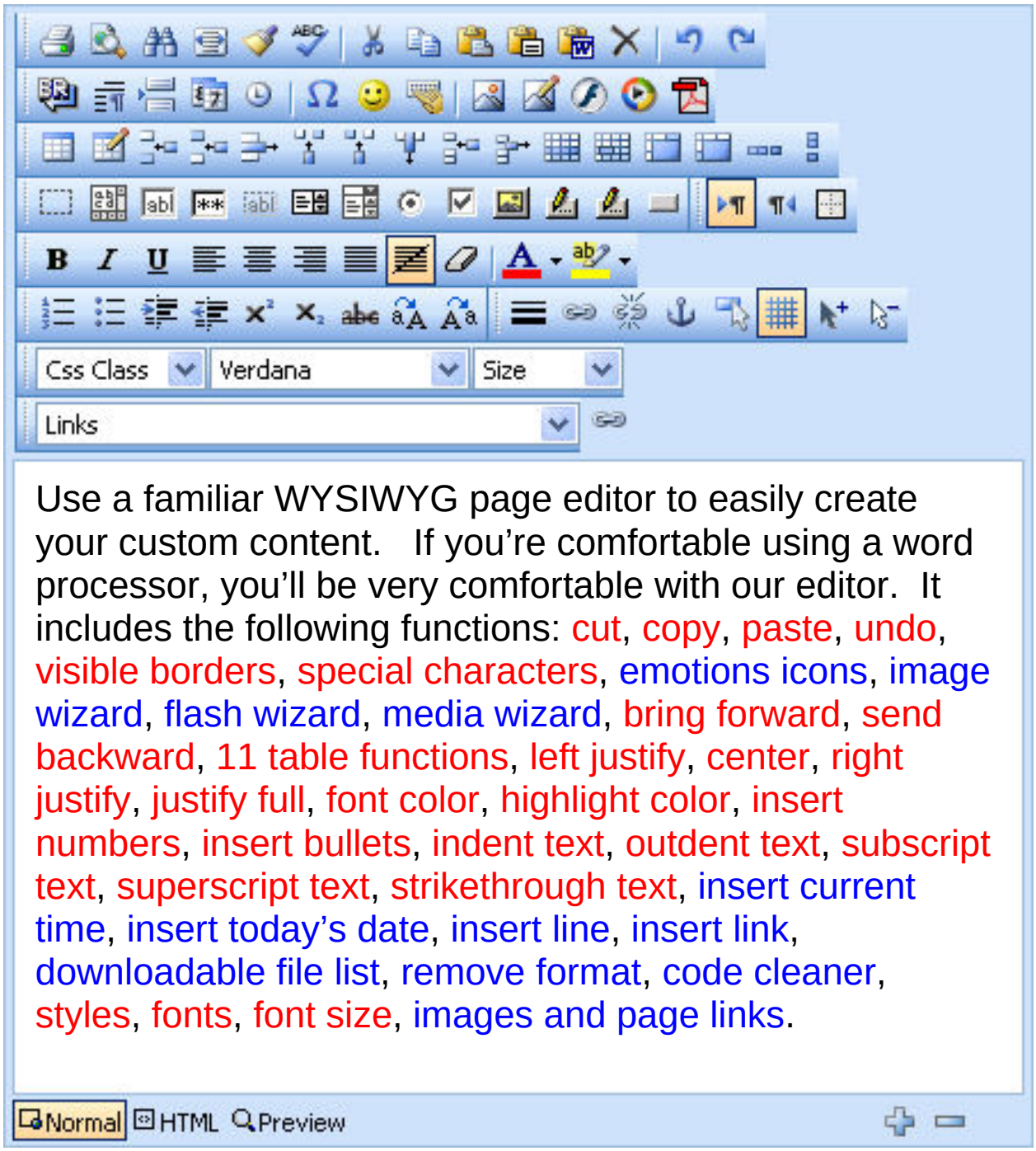
- Built FROM SCRATCH to your specs
- Your logo and branding built in
- Professionally designed by our graphic artists
- Collaborate with external designers

Reliability & Security

- High-end dedicated server environment
- Secure facility with OC192 connectivity
- 24x7 monitoring
- MySQL Server database system
- Daily and weekly backups

*Requires a Gold website or costs $15/mo. per manager.

Easy Custom Page Editing



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Red refers to general word processing features **Blue refers to additional web features**