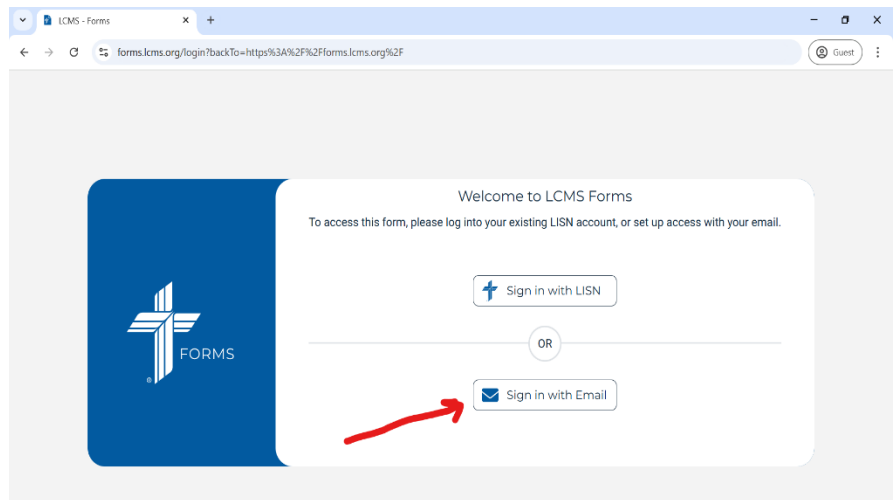


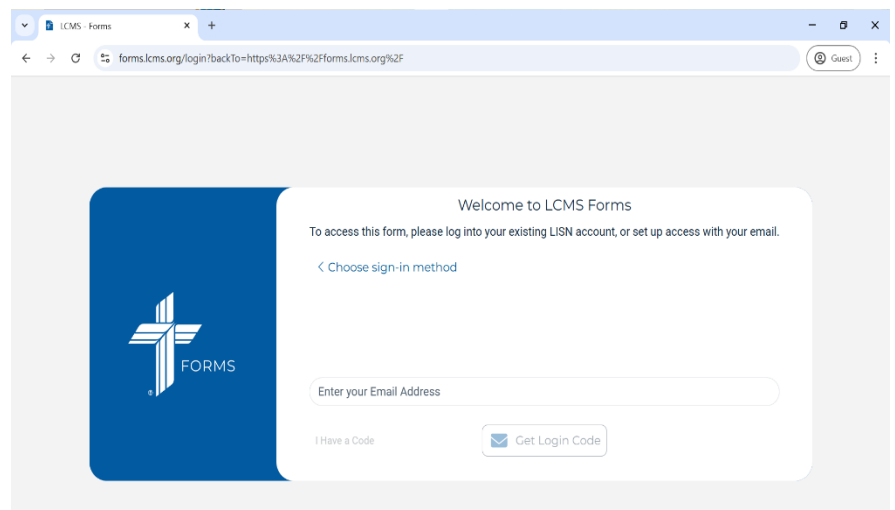
# LCMS Forms – Login with Email

This is the first screen that you will see when going to forms.lcms.org

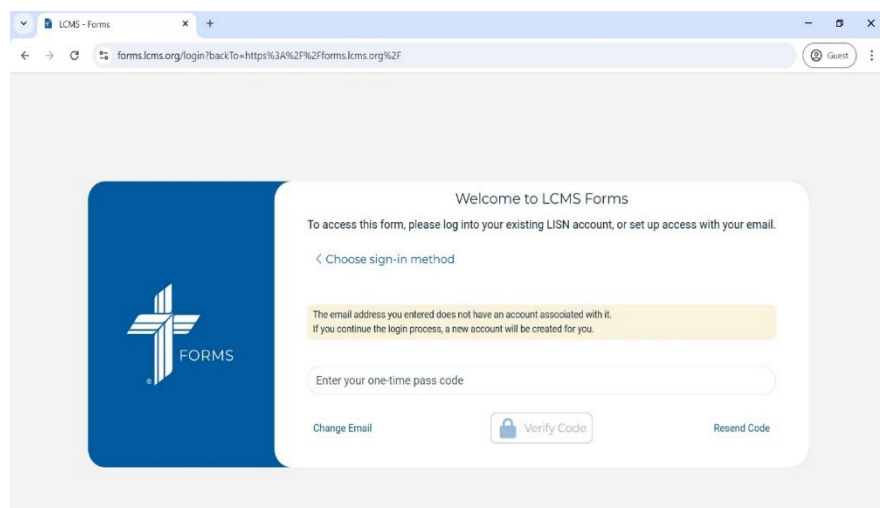
Click “Sign in with Email.”



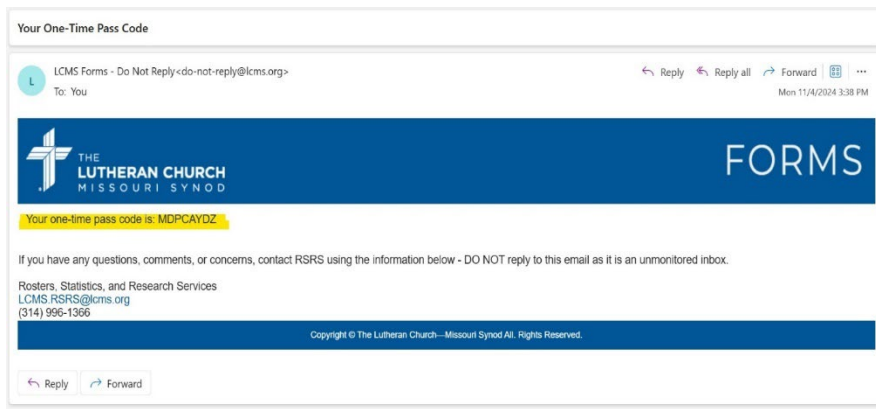
Enter your Email Address and click “Get Login Code”



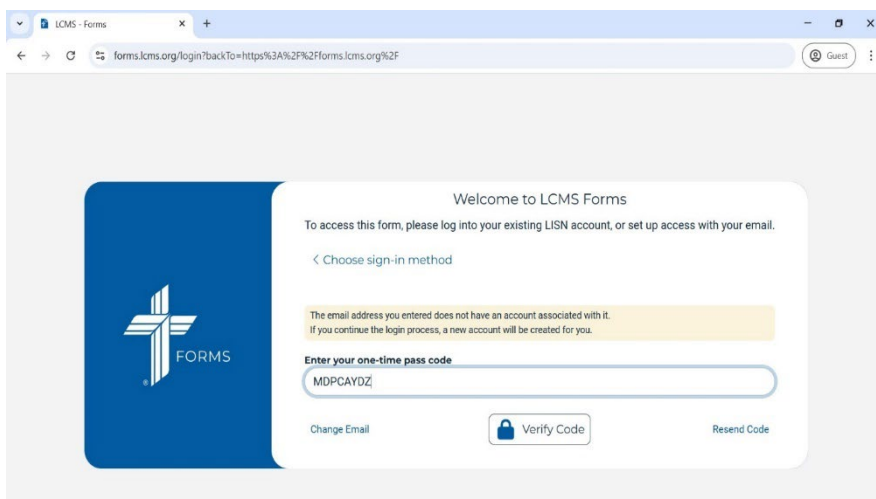
You will see the screen to the right asking you to “Enter your one-time pass code” which will be emailed to you.



Check your email for a message that looks like the screenshot to the right. Your one-time passcode will be a combination of letters and numbers.



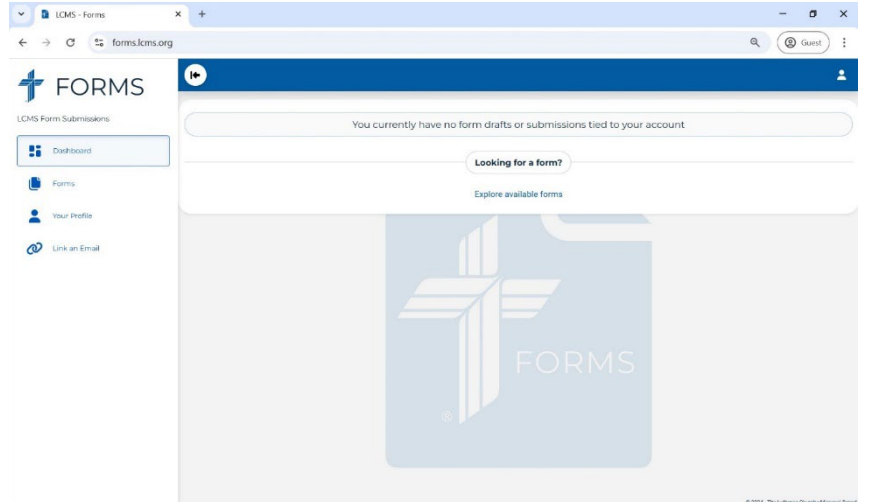
Return to your browser, enter the one-time pass code, and click “Verify Code.”



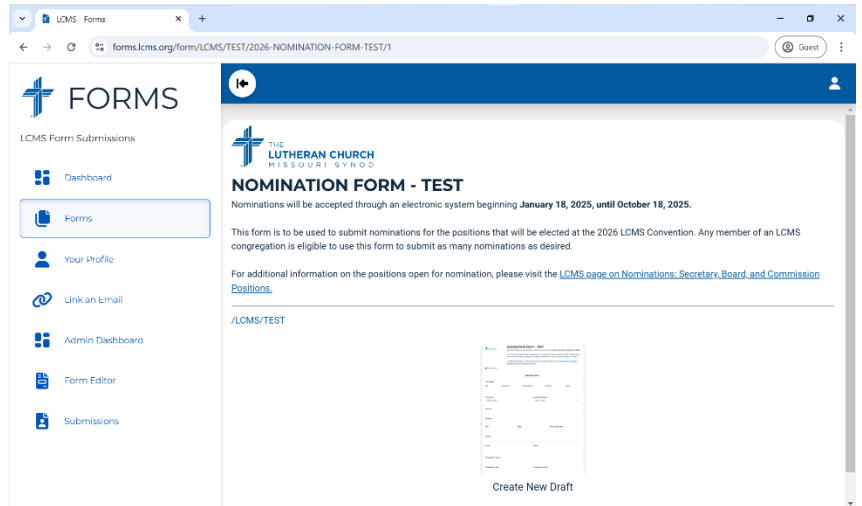
Enter the required information and click “Continue.”

A registration form titled 'Welcome to LCMS Forms' with the instruction: 'To access this form, please enter some additional details about yourself'. The form includes several input fields: 'Title', 'First Name', 'Middle Name', 'Last Name', 'Suffix', 'Preferred Contact Email', and 'Preferred Contact Phone'. Each of these fields has a red 'Required' label below it. At the bottom, there is a checkbox labeled 'I am a rostered church worker' which is currently unchecked. A 'Continue' button with a checkmark icon is located at the bottom right of the form.

You will arrive at the dashboard. Here you will see any forms that have been assigned to you. If there are none, click “Explore available forms” to find the form you wish to complete.

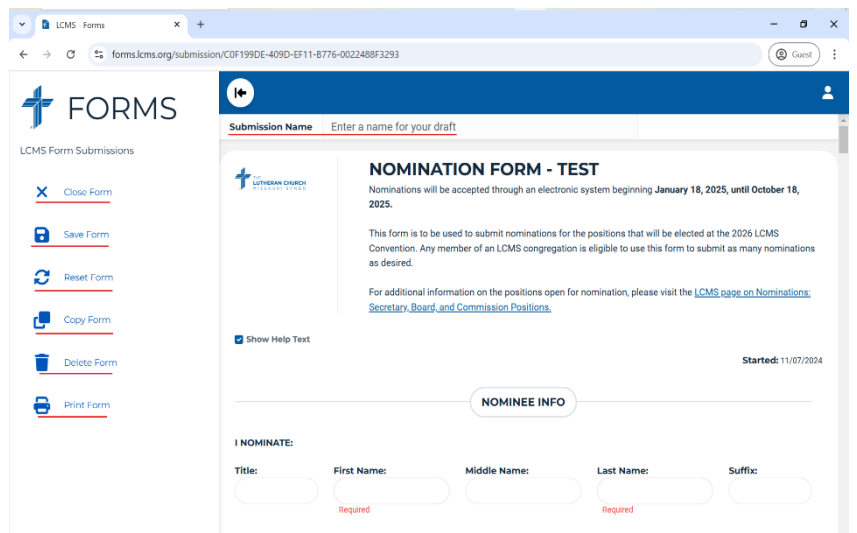


Once you find the specific form you wish to complete, click “Create New Draft.”



Once you create a new draft there are several actions that can be taken:

1. Create a file name for your submission.
2. Save the form.
3. Reset the form to its default state.
4. Copy the form (as a draft or once completed) to create a new draft.
5. Delete the form.
6. Print the form.



When you have completed the form with all required fields, please click **submit**.

If the **submit** button is not clicked, the form will not submitted.

LCMS Forms

LCMS Form Submissions

- Close Form
- Save Form
- Reset Form
- Copy Form
- Delete Form
- Print Form

Submission Name Enter a name for your draft

nominated Required

Please describe the nominee's specific gifts, abilities, or skills relevant to the nominated position(s) or offer any additional comments:

SUBMISSION

☐ By checking this box, I affirm that this submission is my own and is true and correct. Required

Submit

© 2024 - The Lutheran Church—Missouri Synod