

## S/PPRC Quick Start Guide

**Note:** To insure receipt of the EM360 invitation email, add [team@coetichr.com](mailto:team@coetichr.com) to your contact list. If you believe an invitation email has been sent to you but you did not receive it, be sure to check your Junk Mail/Spam folder.

### Logging in for the first time:

- ⊙ Click on the link to the pastor assessment survey in the invitation email from [team@coetichr.com](mailto:team@coetichr.com) to begin your survey
- ⊙ Read instructions page
- ⊙ Click on the **Begin Survey** button
- ⊙ Click on the desired number (1-5) underneath each question to complete the survey.

### FAQ

- ⊙ **How long does the survey take?**
  - The EM360 survey takes on average between 45-60 minutes to complete
- ⊙ **Is the survey available on paper?**
  - Yes. For more information and to request copies of the printable assessment, email [EM360@gbhem.org](mailto:EM360@gbhem.org)
- ⊙ **Will my responses be anonymous?**
  - Yes, the pastors will receive aggregate information for S/PPRC reviewers when they receive at least three S/PPRC responses. If fewer than three S/PPRC surveys are received, then no data will be provided.

Learn more at [www.gbhem.org/em360](http://www.gbhem.org/em360)