



**Instructions for Small Group Leaders:**  
**How to add students to your group on the Journey App via the website.**

1. Using your computer or the browser on your phone, open the app.
2. Find the heading for the type of class you are doing. For example: HJ Individual Groups, HJ Virtual Classes, Freedom Journey, or Resting in Jesus.
3. Locate your group under that heading and click on it. Your group is found on the left side menu.
4. Once you are in your group, click on the name of your group.
  - a. There will be a drop-down menu. Click on "Invite Member."
5. If you know the person is already on the app, search for them by their name or email address.
  - a. Their name should appear in a drop-down menu. Click on their name.
  - b. Click on "add."
  - c. **DO NOT** click on "add everyone from this space group" or you will end up adding a whole bunch of people you don't want in your group.
6. If they don't have a profile on the app yet, put in their email address and click on invite.

*\*\*Members can only be added by going via the website on your computer or browser on your phone. You can't add members directly from the app.*