

Choose the features in your menu

Keep in the menu only the features the community really uses, hand them to whoever looks after them and start from the guided first steps.

4 min · Available · 2026-09-26

Before you begin

- ✓ You need Edit parish details in the active workspace.
- ✓ The choice shapes the leaders' menu: features you leave out stay under «All other features».

1 STEP 1 OF 4 · 30 S

Open the feature choice

Open **Settings** → **Identity**. The **Features of the parish** card (badge **Applies to everyone**) shows how many features are in the menu and how many in «All other features».

Select **Choose features**. **Hand over** takes you straight to who looks after them.

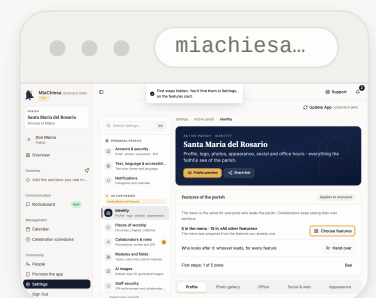


Fig. 1 The choice applies to everyone who leads the community.

2 STEP 2 OF 4 · 1 MIN

Describe the community

The first step asks **What is your parish like?**: tap whatever applies. For each one you see which features join the menu. Four features are always on, because everything else builds on them.

Select **Continue**.

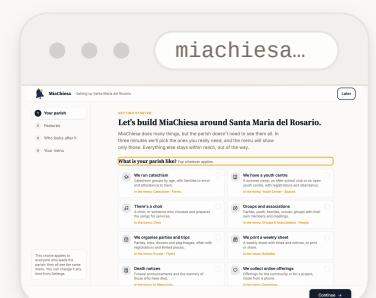


Fig. 2 The chosen realities switch on the right features.

3 STEP 3 OF 4 · 1 MIN

Choose the features

In **Features** the suggested ones are already on: tap a tile to add or remove it. **Always on** marks features that can't be removed, **Suggested** those that go with your choices; the preview shows the menu live.

Select **Continue with** and the number of features: the choice is saved.

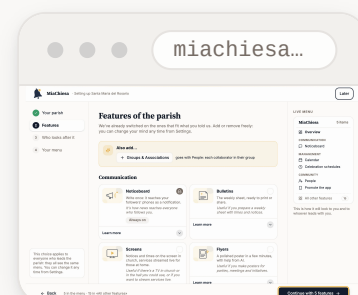


Fig. 3 Features you leave out stay reachable at the bottom of the menu.

4 STEP 4 OF 4 · 1 MIN

Hand over and start

In **Who looks after it?** you can hand a feature to someone else: they get the invite with the right role. If you look after everything, select **I'll do it all, continue**.

The last step confirms the menu is ready and **Menu saved · change it from Settings** appears. Start from the guided first steps with **Start with the first step**, or go to the Overview.

Later

Later closes the window without saving what you haven't confirmed yet. You can reopen it any time from Settings.

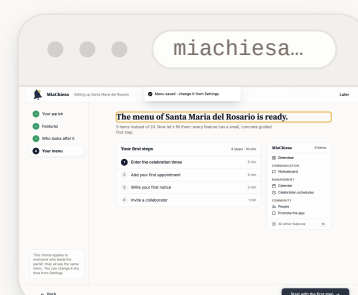


Fig. 4 The menu shows only the chosen features.

What you have achieved

- ✓ The leaders' menu shows only the chosen features.
- ✓ The others stay under «All other features» and can be added any time.

Troubleshooting

I can't remove a feature



Features marked "Always on" are the community's basics and stay in the menu.

I can't find a feature any more



Open «All other features» at the bottom of the menu, or add it back from Choose features.

Collaborators see a different menu



That's expected: the choice changes the leaders' menu, collaborators keep seeing their own sections.

I can't see Choose features



You need the Edit parish details permission.