

Configuring your Elvanto account to work with the SMT integration

This is not complex, but it does need to be done correctly to avoid problems with the integration.

Key information

You will need:

- The Elvanto API key for your church account (You can find help with this [here](#))
- To add a multi-line text field needs to be created for the Safe Ministry Training Log (and that is the recommended name for that field)
- If your Safe Ministry Training Course name field is not a simple text field, you will need to create one for that purpose.
eg: if your SMT course name field is a drop-down field, our system cannot update that. So you can leave that field in place for historical purposes and add a single line text field to become your new SMT Course Name field which will take the Course name from our system when it updates a user.
- If you do not already have a field for the purpose, you will need to create a single line text field to store the date that a persons next training is due (ie: a date 3 years from the date of their last training).
- Finally, you need to add a 6 digit numeric field and call it 'SID Number'. This is a unique identifier that the diocese uses internally and will help us positively identify people in your church for the syncing process.
- A list of the field names that your Elvanto account uses for the following member information:
 - Date of birth
 - Surname
 - Email address
 - Safe Ministry Training course name (noting the above caveat)
 - Date of last course completion
 - Date of next training due
 - Certificate number
 - WWCC number
 - SID Number
 - The name of the Safe Ministry Training Log field created to hold historical training data.

The only two slightly complex aspects are the addition of those one or two text fields.

If that is beyond the ability of your church staff, we recommend consulting the Elvanto support team who can talk you through the process. We cannot assist with modifying your Elvanto system.

If you have any questions about the Safe Ministry Training side of the process, please raise a [support ticket](#)