



Directions for LASTING MEMORIES

Lasting Memories is a FREE service provided to anyone, anywhere. It allows people to record video messages, (or create written journals), that will be sent to their loved ones, (per their specifications), after they pass away.

Log on to: www.HospiceLC.org

On the top right side of the screen, just above the menu bar you will see, “Lasting Memories – Life Journal” (If are using a mobile device, there is a drop-down box you will click and then select “Lasting Memories – Life Journal”

Click on “Register” which is on the top, right side of screen, just to the right of “Public Login”

Fill in the boxes under “Register for Free”

- You will need an email address to continue with the Lasting Memories program
- Make sure to check your email account for a confirmation email from Lasting Memories. Click on the link in that email to confirm your registration.

While you can do the next step at any point, it’s a good idea to invite friends to join Lasting Memories; those people you intend to see your videos.

To Invite friends and family to join Lasting Memories, (remember: it only takes 2 minutes to sign up and join LM), make sure you are logged into your LM account.

- Look to the top, right-hand side of your LM home page. You will see four white boxes.
- Click on the box that says, “Invite Your Friends to Join”
- You will need the email address of each person you wish to invite. You can add more names any time you wish.
- Make sure to encourage those you have invited to click on the link in the email they receive from LM and to join in order to receive the videos you create after your passing.
- Only people with LM accounts will be able to record videos, create journals or see videos from other LM users.

After your friends and family members have become members of LM, you can easily add them to your friend list by:

- Look directly under the purple section at the top of your LM page
- You will see options on white background, written in purple. Click on “Manage Friends & Executors

- This will allow you to select the names of those you have asked to join LM. You should send each individual a friend invite.
- After your friends and family have responded to your friend invite, you may select which individuals you want to name as Executors. Name as many as you like, but you must name at least two.
- Executors will make sure your wishes for your videos are carried out after you pass. They will not have access to the content of any videos they are not named to see but they can make sure those private videos get to the right people.

To Create Video:

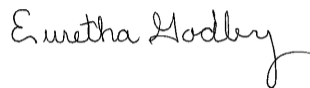
- Click on “New Journal Entry” from your LM home page
- From there you can choose to upload an image and write an entry about it or upload a previously recorded video, or, create a new video.
- * A word of advice: the shorter the video, the better. Try to keep your videos within about 2 minutes.
- * Remember: you can create as many videos as you like. Break them down into easily digestible bites for your audience. It’s easier for them that way.
- Select the privacy setting for your video and make sure to give it a name/title.

You can fine-tune your videos and schedule when they are released by clicking on the “Post Life Chronicles” button on your home page. This is located in a row of options at the bottom of the purple bar at the top of your home page. The words are written in white.

Once you are on the “Post Life Chronicles” page, you can easily follow the directions to leave special messages for birthdays and special events that will happen in the future.

Everyone at Hospice of Lake Cumberland hopes you find our Lasting Memories program to be a blessing to you and those you love. It is a special program that helps people going through bereavement as well as the person who creates the messages. You know you have left special messages that will comfort and uplift your friends and family, and, they will be able to have a part of you for the rest of their lives.

Warm Regards,



Euretha Godby

Executive Director

www.HospiceLC.org

