

How Do I Proceed?

The Missionary Online Recommend System streamlines the submission of missionary candidate recommends. Electronic forms can be conveyed, reviewed, modified, and processed much faster than paper forms.

Take some time to learn about the system. The following information may be very helpful to you.

1. Use Site Tours to get familiar with the system. To enter the tour, open Internet Explorer by clicking **Start >Programs >Internet Explorer**. Input www.lds.org/mss/start in the address field and press enter. Under **Site Tours** click the tour you would like to view.
2. Bishops first initiate a recommendation; missionaries then create their own accounts by clicking on Obtain an account and using their membership number and confirmation date. After creating a personal account, the missionary logs on with his or her own username and password. The password should contain at least 8 characters and must contain at least one number. Couple missionaries should have individual accounts for both husband and wife.
3. When entering membership numbers, use all leading zeros and digits only, no spaces, commas, or hyphens.
4. Your username and password are required each time you log on. Please make sure you record your username(s) and password(s) for future use.
5. If you forget your password, click on Forgot My Password to enter a new password. Please keep your password in a safe place.
6. If you forget your username, begin to create a new account with another easily remembered username. The system will return with the original username that corresponds with the provided membership number and confirmation date. Please keep usernames for future use.
If the system does not return the original username, the new username can be used. Use your membership number and confirmation date to create a new password.
7. Avoid backspaces and returns. Use the mouse to move around in the system. Use the number keypad to enter numbers.

8. **Save** your work. If you select **Do Not Save** you will have to re-enter the information.

9. When you have completed a section, **Save** your work and then **Finish** the section. A dark green checkmark will appear in the section box to let you know you have completed that section successfully.

10. The Missionary Online Recommendation System works best using Internet Explorer. Other Internet browsers may have trouble with the system (Safari in particular.) You also need to disable any pop-up blockers that are running on your computer while using the system. Internet Explorer can be downloaded for free from the Internet. Dial-up systems will have more problems than high speed connections.

11. If you have problems with the system, contact your stake technology specialist. If they are unable to solve the problem, they can call the helpdesk for assistance.

12. You can submit a senior missionary recommendation up to six months in advance of your availability date.