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Login to your MyRealm account and click on the **Giving Tab** on the left. You can contribute any amount and set up one time or recurring gifts and payment.

How much would you like to give?

Amount \$ 0.00 Fund Budget Fund

GIVE ONCE

Gift date Today

Email address Carol.Bird@crossroadspres.org

Continue

How much would you like to give?

Amount \$ 50.00 Fund Missions

Memo International

Amount \$ 150.00 Fund Budget Fund

+ Another Fund

GIVE ONCE GIVE MULTIPLE TIMES

EVERY WEEK EVERY 2 WEEKS EVERY MONTH TWICE A MONTH EVERY 3 MONTHS

First day 1st Second day 15th

Start date Today

Stop giving after # of times 24

Click Give - Enter amount - select the fund - add note to memo field if needed.
To give to more than one fund at once, **Click Another Fund**.
Select a gift frequency.
Give Once—Select a date for a one-time gift.
Give Multiple Times—Select frequency, if you set up a recurring gift, you will receive an email when the end date has been reached.
Click Continue

How would you like to give?

CREDIT OR DEBIT
BANK ACCOUNT

Account Number

Name On Card

Expiration Month Expiration Year CVV

Billing Address 1 Billing Address 2

Billing City Billing Postal Code

Contribute an extra \$6.00 per gift to help offset processing costs.

Back
Give \$200.00

Click Continue - Enter your payment method or select one that you saved.

Optional: If you want to add a new payment method, select Enter a different payment method than one you already have.

Consider clicking the box to contribute to offset the processing fee.

Click Give - A confirmation message displays.

If you want to turn your one-time gift into a scheduled gift, select the check box and a frequency for the gift.

Click Finish.

Giving

+ Pledge
 Giving
Scheduled
⌵
⌵

Reset Filters
Year to date
Nondeductible

Which campaign would you like to pledge to?

Joseph Fund

Sep 1, 2021 - Dec 1, 2021

General Fund

Jul 1, 2021 - Jun 30, 2022

Cancel

General Fund

Crossroads Presbyterian Church

How much would you like to pledge?

Amount
\$ 5,000.00

AS CAN
SET A SCHEDULE

EVERY WEEK
EVERY 2 WEEKS
EVERY MONTH
TWICE A MONTH
EVERY 3 MONTHS
ANNUALLY

Start Date End Date

Total Pledge: \$10,000.00

Cancel
Save Pledge

Click Giving Tab.

Click **+ Pledge**, if it applies select which fund to pledge to.

Enter your pledge information, the amount you want to pledge, the schedule of your pledge and a start and end date. Your pledge total displays at the bottom.

Click Save Pledge.

If you have active pledges, they will display on your Giving page.

Thank you for adding your pledge of \$5,000.00

Scheduled: every three months from Jan 1 - Jun 30, 2022

Total Pledge: \$10,000.00

You will receive an email with the receipt for this pledge.

Finish

You will see a confirmation of your pledge and on the Giving home page, you will now see your pledge and can see your progress to reaching your pledge goal.

You will also receive a confirmation email.

You can now choose to set up your on-line giving to match your pledge frequency.

The screenshot shows the 'Giving' dashboard. On the left, there are filter buttons for 'Pledge', 'Recent Pledges', 'Year to date', and 'Non-deductible'. A red arrow points from the 'Pledge' filter to a 'CURRLNT PLEDGES' summary box on the right. The summary box shows:

CURRLNT PLEDGES	
General	Jan 1, 2022 - Jun 30, 2022
Frequency:	\$5,000.00 every 3 months
Start Pledge:	\$10,000.00
Amount:	\$0.00
Remaining:	\$10,000.00

Below the filters, a message states: 'No giving history for the selected filters. Individual contributions display here. You can review and print them as receipts at any time.'

The screenshot shows an email confirmation titled 'Crossroads Presbyterian Church Pledge Confirmation'. The content reads:

Thank you, Carol!

We received your pledge to General Fund (07/01/2021-06/30/2022). Here are the details of your pledge:

- Pledge Period: Jan 01, 2022 - Jun 30, 2022
- Frequency: \$5,000.00 Every three months
- Total Pledge: \$10,000.00

Sincerely,
Crossroads Presbyterian Church

Find additional help on how to print statements, track your giving and pledges by clicking ? in the top right-hand corner and search for Giving.

The screenshot shows the top navigation bar of the Giving dashboard. It includes a search bar with the text 'All Search...' and a magnifying glass icon. To the right of the search bar are icons for a user profile, a dropdown arrow, and a help icon (a question mark inside a circle).