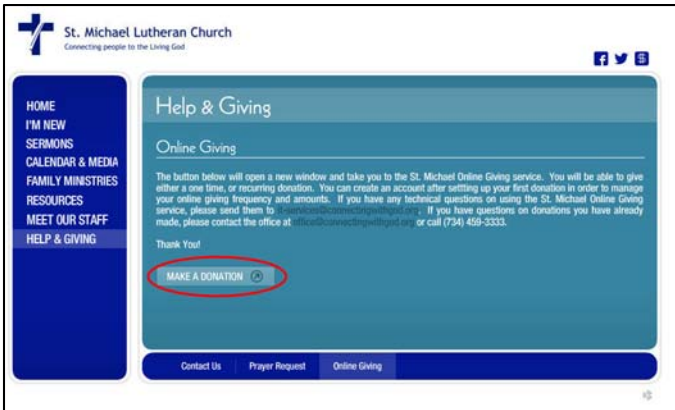


# St. Michael Online Giving – Step-By-Step

Use these steps to donate online one time or setup recurring donations. This is a free, secure service. You can optionally setup an account for management of your future online giving.

## Step 1

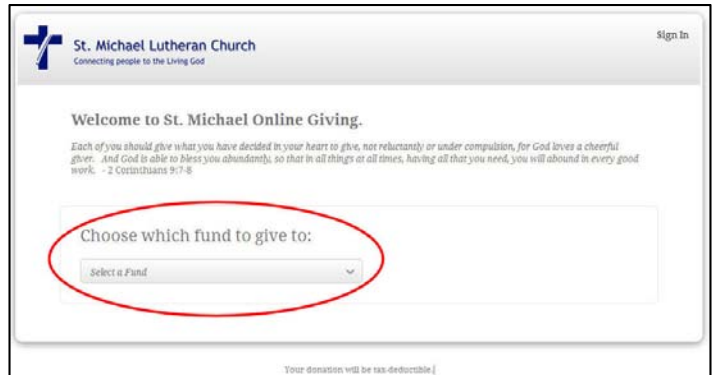


Go to the St. Michael Online Giving Page:

[www.connectingwithgod.org/help-giving/online-giving](http://www.connectingwithgod.org/help-giving/online-giving)

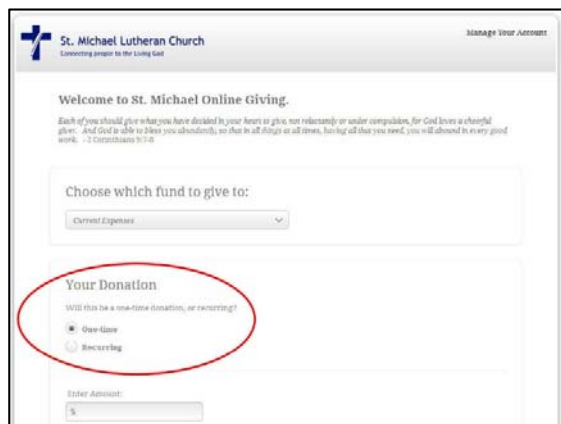
Click "Make A Donation" button.

## Step 2



On the Welcome page, select a fund to donate to.

## Step 3



OR



Select if this is a one-time or recurring donation. Then enter the amount. If this is a recurring donation, complete additional fields.

## Step 4

A screenshot of the 'Contact Information' page. It includes an 'Enter Amount:' field with '\$100.00'. Below this is the 'Contact Information' section with fields for 'First Name:', 'Last Name:', 'Organization (optional):', 'Email Address:', 'Phone Number:', 'Street Address:', 'City:', 'State:', 'Zip Code:', and 'Country:' (set to 'United States').

After entering the donation amount, enter your Contact Information.

## Step 5

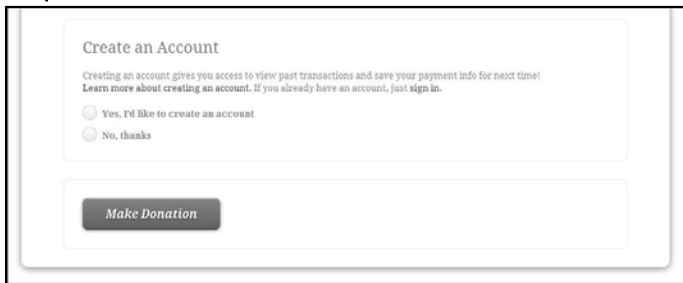
A screenshot of the 'Payment Information' page. It includes a question 'How would you like to make your donation?' with radio buttons for 'Credit Card' and 'Bank Account Transfer'. Below this are fields for 'First Name:', 'Last Name:', 'Name of Bank:', 'Account Number:', 'Retime Account Number:', and 'Routing Number:'.

Enter your payment information. This can be either a credit/debit card or your checking account using information from one of your checks.

Continue to next Page...

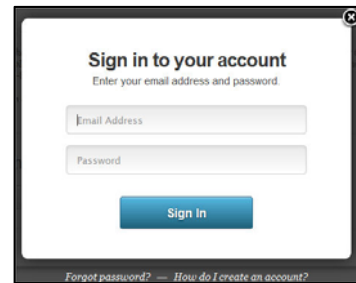
# St. Michael Online Giving – Step-By-Step

## Step 6

A screenshot of a web form titled "Create an Account". Below the title, it says "Creating an account gives you access to view past transactions and save your payment info for next time! Learn more about creating an account. If you already have an account, just sign in." There are two radio button options: "Yes, I'd like to create an account" (which is selected) and "No, thanks". At the bottom of the form is a button labeled "Make Donation".

Now you can optionally create an account to manage your online giving. This is a free service. To complete your donation, click "Make Donation" button.

## Step 7

A screenshot of a web form titled "Sign in to your account". Below the title, it says "Enter your email address and password." There are two input fields: "Email Address" and "Password". Below these fields is a blue button labeled "Sign In". At the bottom of the form, there are two links: "Forgot password?" and "How do I create an account?".

If you already have an account or just created one, login by clicking on "Sign In" on the upper right corner of the screen in Step 2.

If you have any questions on using the online giving service, please send us an email to:

[it-services@connectingwithgod.org](mailto:it-services@connectingwithgod.org)

Thank you!

St. Michael Communications Team