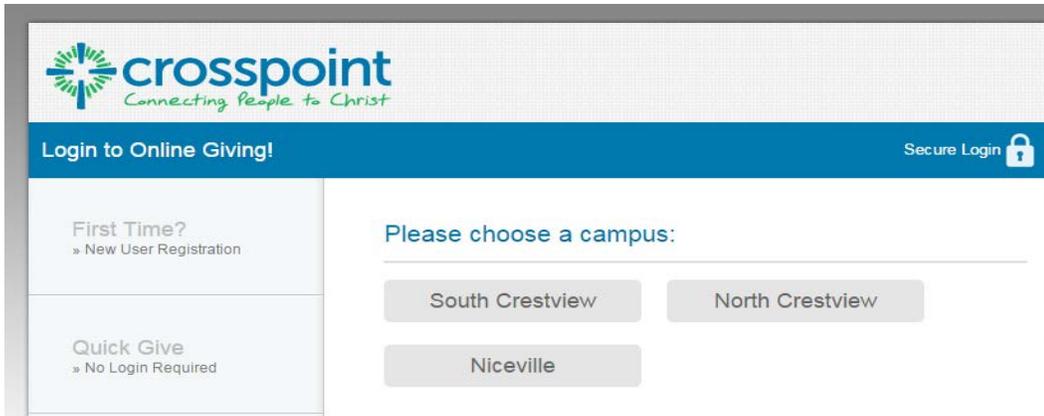


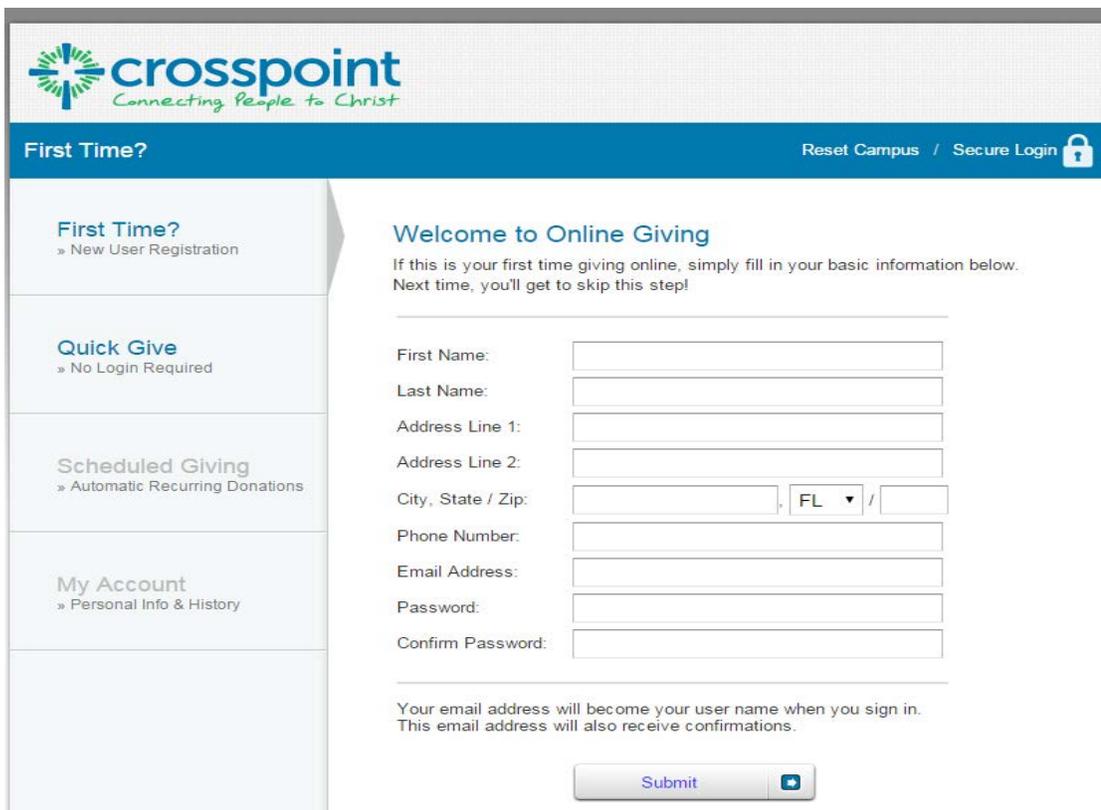
INSTRUCTIONS

Click this link to get started (or use the link on our website): <http://www.shelbygiving.com/dl/?uid=cros214296>

First, **pick your campus**. After you login, you will have an opportunity to reset the campus if needed. Only the giving funds related to the campus you select will be available. Using the reset campus option will allow you to give to the funds associated with another campus after your current transaction is complete.



Next, from the left panel, we recommend creating a **“First Time?”** new user registration, as there are many more options available for registered users.



The next left menu option is “Quick Give”--available to both registered and non-registered users.

- If you use this option as a non-registered user, you will need to enter the information (including card information) below every time you login.
- However, if you register and login then you will have the option to check the box to securely save the card/checking information.

Things to Note:

1. You may use your checking account to give by clicking the “use check” icon in the upper right corner. (See sample giving by check on next page).
2. The “Reset Campus” option is on the right side of the blue bar.
3. You may give up to 3 different items at one time by clicking the green-lettered phrase “add another fund”.
4. Even though your card info is saved, you must enter your Card Code (from the back of your card) each time.

QUICK GIVE - CREDIT/DEBIT CARD

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Welcome Guest Reset Campus / Secure Login

My Donation USE CHECK

Amount: \$0 To: General Fund-Niceville
[+ Add Another Fund](#)

Card Information

Card Type: Debit Card
Card Number:
Card Expiration: 1 / 2015 (month / year)
Card Code: « Help?

Card Holder Information

Email Address:
Name on Card:
Billing Address: (street address)
Zip Code:

After submitting, you will see a thank you confirmation and a giving receipt will be emailed to you.

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Welcome Guest - Status Reset Campus / Secure Login

Thank You!

Your transaction for \$5.00 was **approved!**

Visit your giving [History](#) for further information.

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QUICK GIVE - CHECK/SAVINGS

Below is a sample of the screen option to give by check. You fill in the amount on the picture of the check and then your routing number and account number on the bottom of the check. In the * memo area of the check is a drop down to select which fund you want to give to. You can only choose one fund at a time using "Giving by check".

Note the information provided when you hover over any of the blank boxes on the check. Notice that the icon option to give by Card is now appearing in the upper right, should you wish to toggle back to that option.

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Blane Pearson Reset Campus / Log Out

Give Now
» One Time Donations

Scheduled Giving
» Automatic Recurring Donations

My Account
» Personal Info & History

My Donation

VISA MasterCard Discover American Express
USE CREDIT/DEBIT/CHECK CARD

Blane Pearson
2781 Willow Bend Ct (Change)
32539

October 15, 2015 DATE

PAY TO THE ORDER OF **Crosspoint United Methodist Church** \$

DOLLARS

FOR **General Fund-Niceville**

Routing Number Account Number Virtual

Checking Account Information

Save this Account

Account Type:

Name of Bank:

Name on Bank Account:

By clicking on the Authorize button below, I authorize Crosspoint United Methodist Church to initiate an electronic debit to my bank account in the amount of \$

SCHEDULED GIVING (RECURRING GIVING)

The next left menu option is a **Scheduled (Recurring) Giving** option. You may select how often you would like to give (frequency) and when you would like to start. **Be sure to save by clicking on "Activate Schedule" at the bottom!**

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Blane Pearson Reset Campus / Log Out

My Scheduled Giving

USE CHECK

Choose a Fund:

Frequency:

Amount:

Start Date:

Card Information

Card Type:

Card Number:

Card Expiration: / (month / year)

Card Holder Information

Name on Card:

Street Address:

Zip Code:

After activating your giving schedule, the next screen allows you to add another schedule (see “click here” link at the bottom), or delete/edit items.

NOTE: This is the screen you come back to later to delete a schedule and make a new one.

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Blane Pearson Reset Campus / Log Out

Give Now
» One Time Donations

Scheduled Giving
» Automatic Recurring Donations

My Account
» Personal Info & History

My Scheduled Giving - Active

Designation: Benevolence-Niceville
Frequency: Monthly
Amount: \$5.00
Start Date: 11/1/2015

Card Information Edit

Card Number: xxxx-1901
Card Expiration: 7 / 2017

Card Holder Information

Name on Card: Blane Pearson
Street Address: 2781 Willow Bend Ct
Zip Code: 32539

Delete Schedule

[Click here](#) to add an additional schedule.

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Finally, there is the **My Account** tab on the left side menu, where you can change your personal information and change your password. You may also view your giving history from this tab (i.e. online giving history only).

OTHER NOTES:

- To change your saved information:**
 - On the **Give Now** option, look for the red-lettered “Remove Saved Card”.
 - On the **Checking** account screen, look for the red-lettered “Remove Saved Account”.
 - On the **Scheduled Giving** tab, you can edit the card information using the “Edit” button.
- If you need any assistance using the online giving, text giving, or mobile app:** Please contact Blane Pearson at blane@yourcrosspoint.org or call his cell phone at 850-826-2094 day or evening. Leave a message if there is no answer. He, or one of his staff, will be happy to help you.