

# Hints and Tips for Online Giving!



## Getting Started

1. Link to the new Online Giving application - <https://www.simplechurchgiving.net/beingthehope>
2. If you have been using HopeNet for your online giving, you will need a new user id and password because we are all new to the new system. Click on 'First Time? >> New User Registration' on the left hand menu.
3. When you register, you choose your password. Your email and the password you choose will be yours whenever you sign on to the online giving system.
4. If you are giving as a married couple, one or both of you can create a user id and password and sign on to make an online gift but if you both give you must each have an individual user id. You cannot have a First Name of 'Alphonse and Zelda' or similar.

## Recurring Gifts

1. The first time you sign on, the giving screen will default to a one-time gift. If you wish to give a recurring gift click on 'Scheduled Giving >> Automatic Recurring Donations' on the left hand menu.
2. The first time the Scheduled Giving screen comes up it will be in a format to enter card information. If you want to give from a checking account, click on the picture of a check in the upper right hand corner. Note: The church's fees for a gift from a checking account are much lower than the fees for a credit or debit card. Just something to keep in mind.
3. When picking a Start Date for your recurring gift, be sure to pick a date in the future. Back dating the start date will result in extra deductions being taken.
4. We will cancel your recurring gift from LOGOS if it has not already been taken.

## One Time Donations

Click on 'Give Now >> One Time Donations' to give a donation for things like Flowers or Coffee Time or VBS. One-time gifts can also be given from a checking account by clicking on Checkcard or the picture of a check in the upper right hand corner.

## Questions – Send an email or call one of us.

Katherine – [kwrucke@beingthehope.org](mailto:kwrucke@beingthehope.org) – 651-738-0305 Ext. 12

Maria – [mrella@beingthehope.org](mailto:mrella@beingthehope.org) – 651-738-0305 Ext. 11