




You will need to have cookies and scripts enabled on your browser. Refer to your browser help documents for more information about these features.

Click the **Donate Button** from our website www.smccchurch.org to be taken to E-Giving

Page 1 – E-Giving Login

- a. First time users will need to sign up.
- b. Click on the  button.

Page 2 – Member Sign-Up

- a. Complete the member profile form and create your username and password. Passwords are case sensitive. Please make a record of your username and password.
- b. After completing all information, click .

Page 3 – Sign up Complete


There are 4 options from this page

- a. Click Donate Now to continue to our donation page
- b. Click View your profile to view or make changes to the information that you entered
- c. Click Go to the Main Menu to view all of the E-Giving features
- d. **IMPORTANT: you must agree to the ACH authorization form to allow for checking or savings account transactions.** This also can be accessed from your main menu.

Instructions once you have a username and password.

Click the **Donate Button** from our website www.smccchurch.org to be taken to E-Giving


Page 1 – E-Giving Login Page

- a. Enter your username and password that you created previously.
- b. Click the  button.


Page 2 – Main Menu

- a. Click Go To My Organization’s E-Giving Transaction Page to make a donation. (To use a checking/savings account you must have accepted the ACH authorization agreement. If incomplete, there will be red letters at the top of your Main Menu.)


Page 3 – Make a Transaction

- a. Enter your transaction amount as you choose.
- b. Click .



Page 4 – Make a Transaction (transaction type)

- a. Click the radio button below to choose your donation frequency:
 1. Process the above fund(s) now.
 2. Schedule the above fund(s) to be processed once on a future date.
 3. **Schedule the above fund(s) to be processed on a recurring schedule.** (for example purposes this is the option that we are choosing).
- b. Click .


Page 5 – Make a Transaction (Schedule options)

- a. Choose your giving frequency (weekly, bi-weekly, monthly, semi-monthly)
- b. Choose your start date and end date.
- c. Click .

Page 6 – Make a Transaction (Payment Information)

- a. Click down arrow  and choose your payment type.
 - a. Enter payment information for your choice and click .

Page 7 – Make a Transaction (Transaction Summary)

- a. Verify all information on this screen to be sure it is correct and then click  to submit your donation.

Page 8 – CONGRATULATIONS

Your donation is complete.

**Any other questions, please contact Dennis Emerson at 817-510-2722 or demerson@smccchurch.org. **