

AccessEUC Online Giving Instructions

Welcome!

Eliot Chapel, a Unitarian Universalist community, gathers to foster free religious thought, nurture spiritual growth, and act for social justice. All are welcome. [Click here to learn more about us.](#)



Click the AccessEUC button on the home page of Eliot's website, and then log in. If this is your first time, you'll need to register first. It's a simple process that only takes a couple minutes, and then you'll be ready to proceed. Refer to the AccessEUC Instructions if needed.

Welcome, Tester Tester

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I Want to View...

[My Complete Profile](#) [My Giving](#)

Give Now
My Scheduled Giving
My Giving History

My Calendar Friday, May 01, 2015

Time	Event	Location
12:00 AM	Men's Advance	Bergfried, Hermann MO
9:30 AM to 10:45 AM	Women's Al-Anon*	Rooms 001/002
9:30 AM to 11:30 AM	Friday Freethinkers	Adams Hall/Kitchen
5:30 PM	Room at the Inn	Adams Hall/Kitchen

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May 2015							June 2015						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
26	27	28	29	30	1	2	31	1	2	3	4	5	6
3	4	5	6	7	8	9	7	8	9	10	11	12	13
10	11	12	13	14	15	16	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28	29	30	1	2	3	4
31	1	2	3	4	5	6	5	6	7	8	9	10	11

My Giving Summary

2015 Year to Date Giving \$0.00

[My Giving History](#)
[Manage Scheduled Giving](#)
[My Pledge History](#)

Give Now

Once logged in, this is the first screen you see. The last menu item on the right is Giving, and the first option, "Give Now," is how you reach the online giving portal.

My Scheduled Giving is where you can review recurring transactions that are already set up. We'll learn a bit more about that later.

My Giving History is where you can review all transactions recorded in our system, not just electronic transactions setup within the portal. You can also access your giving history and pledge history at the bottom of the screen via the links under "My Giving Summary."



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[Give Now](#) **My Scheduled Giving**

Gift

Funds

Payment Method

Review & Process

Receipt

1

2

3

4

How much would you like to give? ex: 50.00

How often would you like to give? One Time Recurring

When would you like to give?

Continue >>

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Enter in the amount of the transaction, indicate whether this is a one-time transaction or recurring, and when you want it to occur (the first occurrence, in the case of a repeating transaction). Then click "Continue."



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[Give Now](#) **My Scheduled Giving**

Gift

Funds

Payment Method

Review & Process

Receipt

✓

2

3

4

Pledge 14-15

Future Year Pledges

Contributions

Religious Education

Misc - Suspense

\$0.00 of \$3.00 Remaining

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Continue >>

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Next, you'll choose the target fund, or funds, for the transaction. As you can see in the screen capture, we currently have options for pledge payments for the current church year, establish payments for next church year, make a general contribution, pay RE-associated fees, or something else. Regardless of your choice, a text box will appear allowing you to add descriptive text if the transaction needs explanation. OWL fees or CON fees would be examples of likely text for a payment into the RE fund. Note that you can divide the transaction between any and all of the categories, so you could make a pledge payment and contribute to our Shared Plate beneficiary with one transaction.



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To complete your transaction, verify the information below, then click *Process Gift*.

Account Description: Visa ***6856
Payment Type: Credit
Account Number: *****6856
Payment Amount: \$3.00
Frequency: One Time Gift
Process Date: 5/1/2015

Review

Fund	Gift Amount	Gift Description
Contributions	\$3.00	
Total \$3.00		

[<< Back](#) [Process Gift >>](#)

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The Payment Method screen is where you will enter your payment information, much like any other online payment screen, and then you come to the Review & Process screen. Here you can double-check everything about the transaction before clicking the “Process Gift” button to complete the process.



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My Scheduled Giving



Thank you for your contribution! Your support of Eliot Chapel is greatly appreciated.

[Print](#)

Sincerely,

Charles Lewis
Administrator
Eliot Unitarian Chapel

Receipt #: 98094171
Contribution Date: 5/1/2015
Payment Amount: \$3.00
Account Description: Visa ***6856
Payment Type: Credit
Account Number: *****6856
Frequency: One Time Gift

Details

Fund	Gift Amount	Gift Description
Contributions	\$3.00	
Total \$3.00		

Once processed, you will see the Receipt screen. This shows the details of the transaction as shown. The exact same information is also sent to you as an email, and you have the option to print the screen, too.

Congratulations! You've just supported Eliot Chapel. Thanks!!

Our database is hosted by ACS on their server and the online giving portal is hosted by VANCO on their server. Both are secured and managed by professional IT staff.



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My Scheduled Giving

My Scheduled Giving

Next Scheduled Gift: N/A

[Manage Payment Methods](#)
[Review My Giving History](#)

[Add New Gift](#)

You currently have no scheduled gifts.

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Clicking on the **My Scheduled Giving** tab, next to Give Now, allows you to review existing recurring transactions, manage your payment methods, and establish a new recurring transaction.

My Scheduled Giving

New Gift Details

Give to optional memo [+ add more](#)

Frequency On

- One time
- Once a week
- Every two weeks
- Once a month
- Twice a month
- Every three months
- Credit/Debit Card

Payment Details

Account Type

Account Number



Expiration Date /

Billing Name

Billing Address Line 1

Billing Address Line 2

Billing City

Billing State

Billing Postal Code

Email Address

or [Cancel](#)

The amount and target fund is established on the first line. Click the “+add more” button to add additional amounts and target funds to the transaction.

The options for the frequency of recurrence are as shown in the picture. Then enter your payment information below and click Process Gift when you are ready to complete the process.



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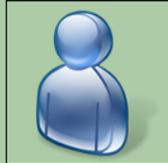
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[Print](#)

Tester Tester



216 E Argonne
Kirkwood, MO 63122
USA
[View Map](#)

314-821-0911
admin@eliotchapel.org

Family Members

[Tester Tester](#)

For Year:

Total YTD Giving: \$0.00

[Give Online](#)

Contribution Information

This is NOT your official tax statement.

Show: [10 Most Recent Contributions](#) [Show All](#) [During Date Range](#)

There are no contributions for the selected date range.

Please note, recent online contributions may not appear until the transaction has been posted to the church's financial records.

There are a number of ways to reach **My Giving History**. Once there, you can review all entries recorded into our database in your name. This will include checks, cash given in envelopes with your name on it, as well as electronic transactions setup within the online giving portal or established on your behalf through the paper form available in the Guest Center.

Please refer any further questions to Administrator Charles Lewis at 314-821-0911 or via email at admin@eliotchapel.org.