

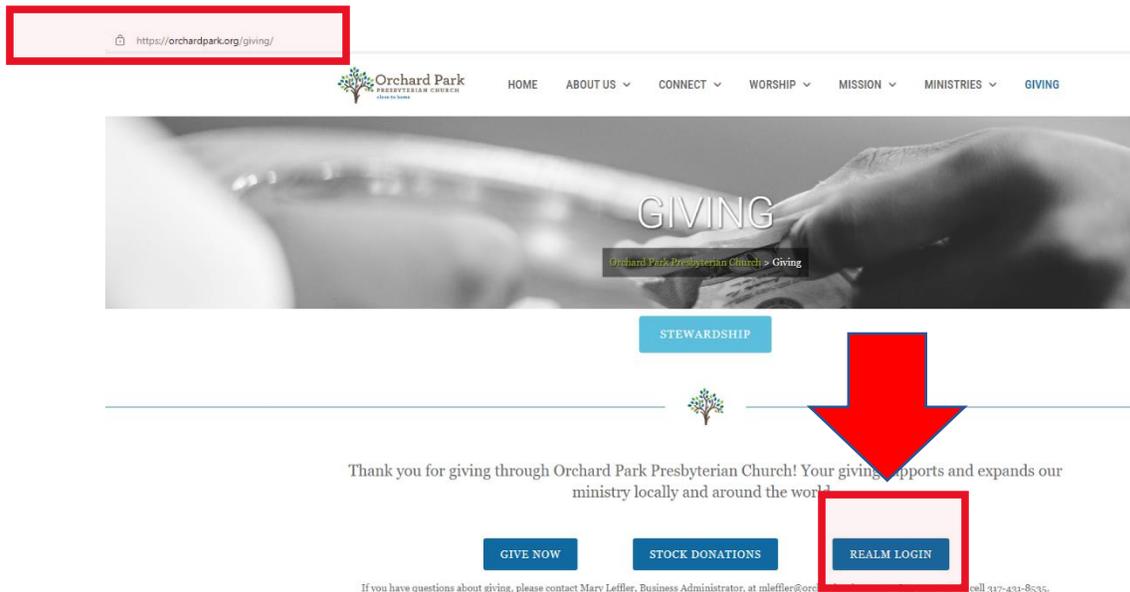
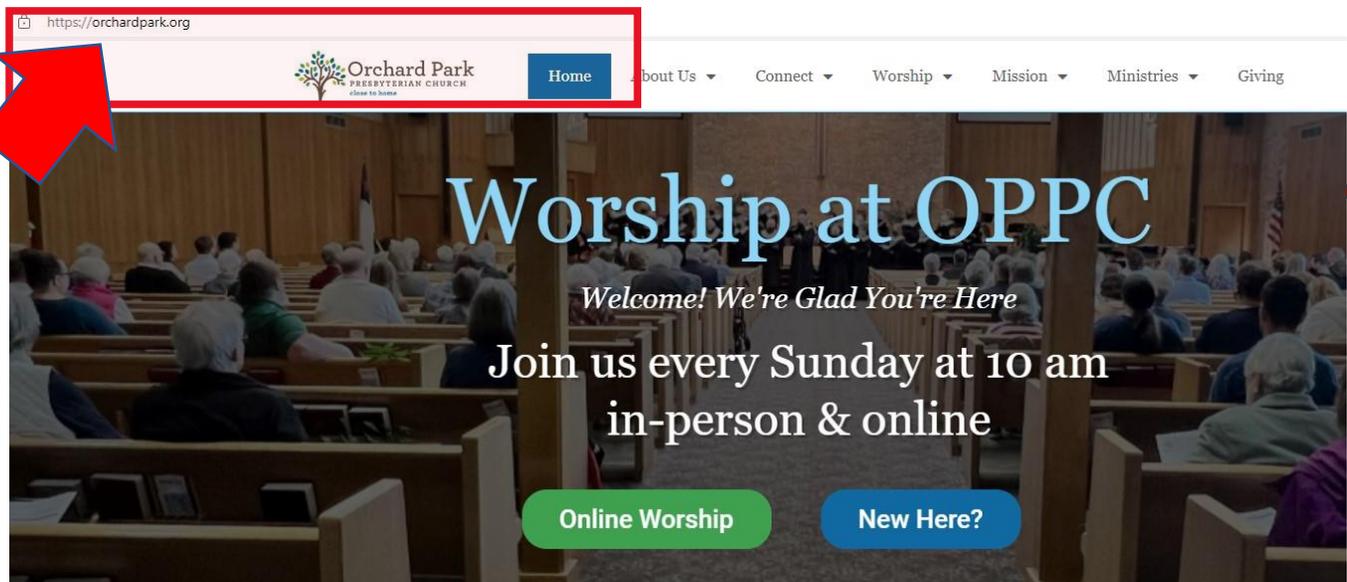


How to make a Pledge Via Realm Part 1

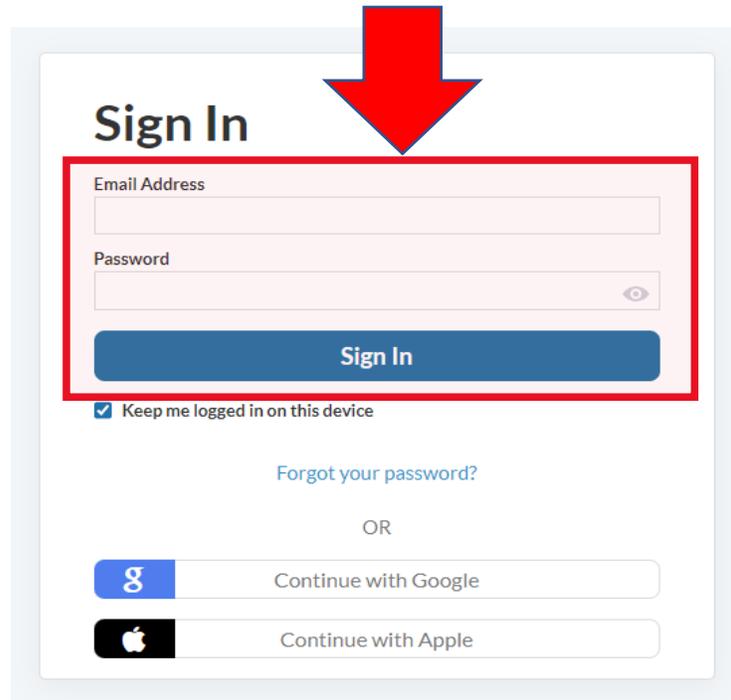
Instructions are circled

Think of this as a promise.

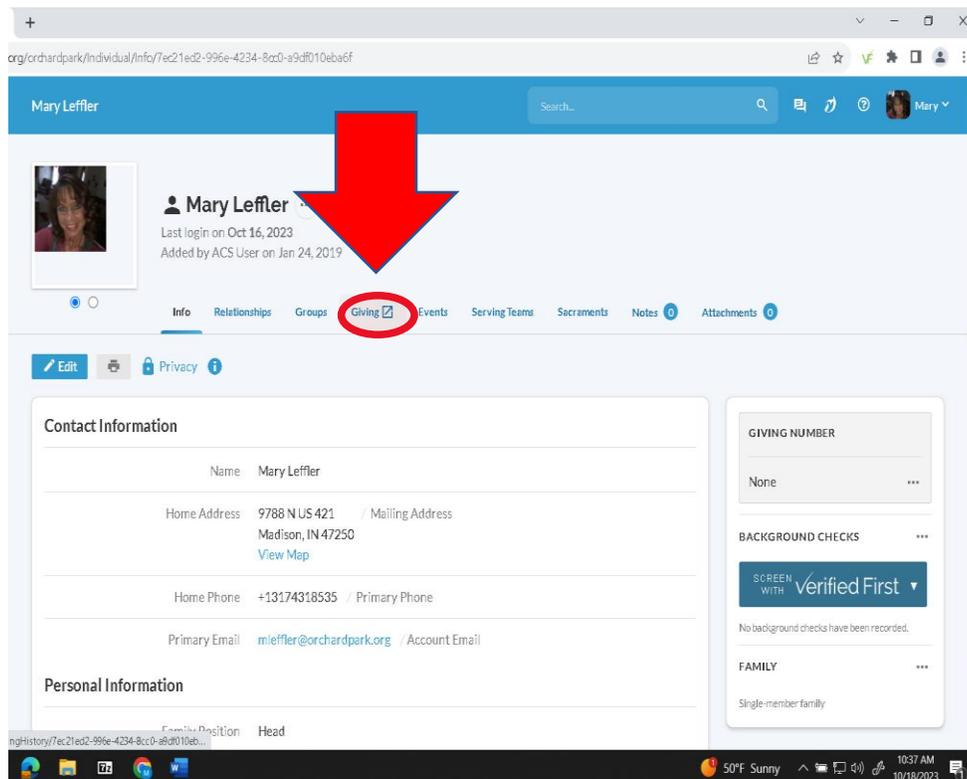
Step 1) First thing you are going to want to do is go to realm. To get to realm go to the oppc website (<https://orchardpark.org>) then giving (<https://orchardpark.org/giving>) and then click the realm log in button.



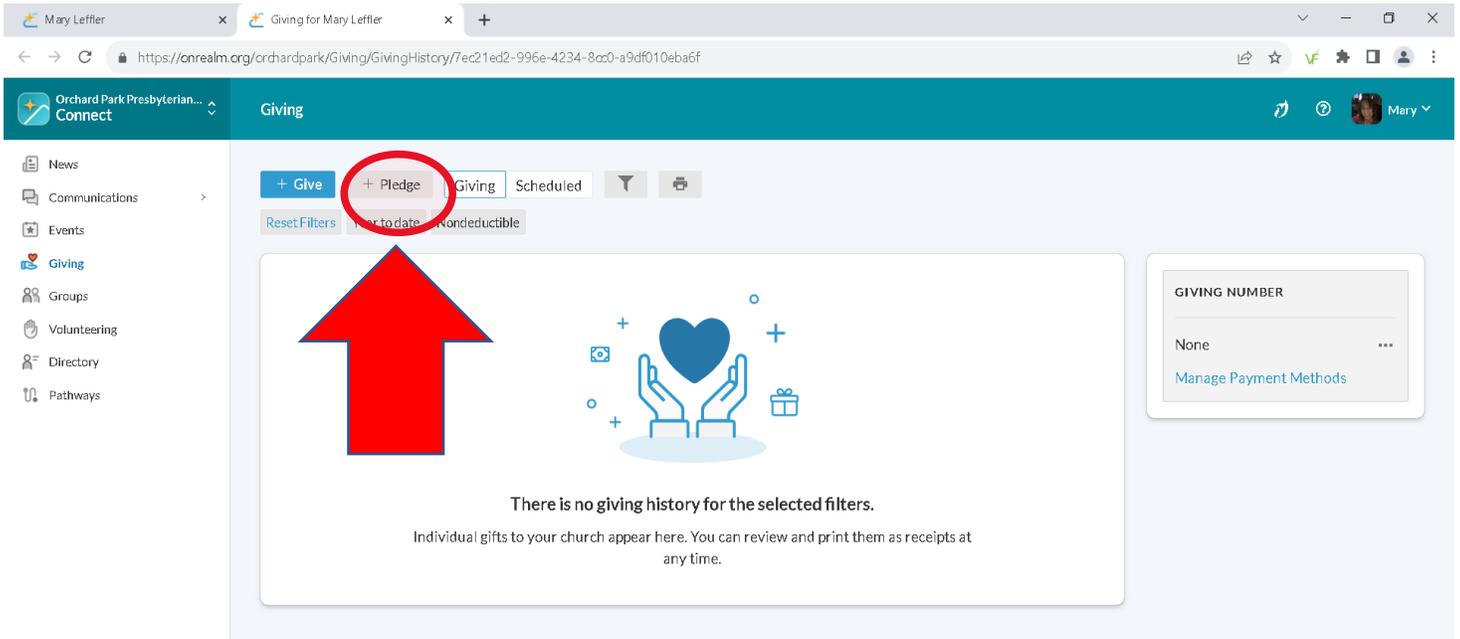
Step 2) Sign into your Realm Account. If you do not have a realm account, contact Mary Leffler or Brittany Glass. Enter your email address and password and then click Sign In.



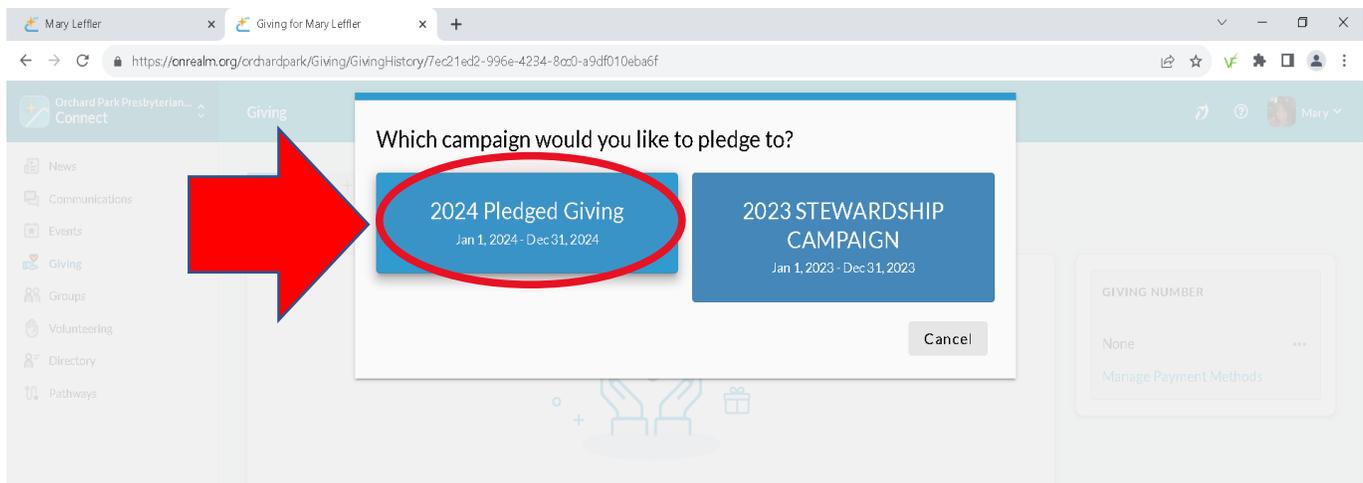
Step 3) Once you have signed into Realm and are in your profile, select the giving Function on the horizontal menu.



Step 4) Once you have selected the giving tab on the left, you will then come to this screen. You will notice that you might not have a history and that is ok. If you do see a history that is ok as well. Next, you want to make sure you select the PLEDGE function.



Step 5) Once you have selected the PLEDGE function, you will then come to this screen. You might see two campaigns or just one campaign, however, you want to select the 2024 Pledged Giving Campaign.



Step 6) Once you have selected the campaign. You will come to the screen where you can put in your information either AS CAN or SET AS SCHEDULE. You can add any amount you would like, set a schedule, select the date of withdrawal, and then when you are ready select SAVE PLEDGE.

- AS CAN – You can add the amount you would like to pledge. Follow the Instructions and then select SAVE PLEDGE.

2024 Pledged Giving
 "Together, you are the Body of Christ." Paul proclaims these words in 1st Corinthians 12:27. His encouragement to the faith community at Orchard Park Presbyterian Church is the theme for our 2024 Stewardship Campaign.

How much would you like to pledge?
 Amount
 \$0.00

AS CAN SET A SCHEDULE

Start Date: 1/1/2024 End Date: 12/31/2024

Name
 Email address

SUMMARY \$0.00 total pledge

Save Pledge

- SET AS SCHEDULE – You can add the amount, frequency, and date. Follow the instructions and then select SAVE PLEDGE. This schedule reflects your own preference for managing your gift; however, it does not create an automatic recurring payment from your bank account or other payment method. This is set up in a different menu.

Mary Letterter x +

c:/Giving/GivingHistory/7ec21ed2-996e-4234-8cc0-a9df010eba6f

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 Amount
 \$0.00

AS CAN SET A SCHEDULE

ONCE A WEEK EVERY 2 WEEKS ONCE A MONTH TWICE A MONTH EVERY 3 MONTHS ANNUALLY

Start Date: 1/1/2024 End Date: 12/31/2024

SUMMARY \$0.00 total pledge

Save Pledge

Step 7) SUCCESS! Once you have followed the steps outlined above you should see this screen. Make sure you select **FINISH**. If you have any issues, please contact Mary Leffler at mleffer@orchardpark.org or 317.814.2472.

