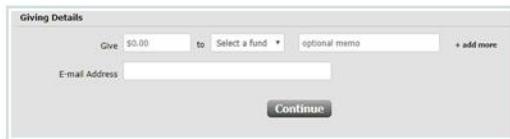# Give Easily from our website

1. Click the "Click to Give Online" under the members tab on our website.

2. Enter your gift amount.

3. Click **Select a fund** to choose what area you'd like to support.

4. Enter your email address.



6. Choose how you want to give:

a. To set up a recurring donation, choose **Sign in** or **Create an Account**.

b. To give a onetime donation, click **Continue as Guest**.

7. Choose your account type.

   &middot; Credit/Debit Card

   &middot; Checking Account

8. Enter your account number and billing address.

9. Click **Give** to complete your

*If you chose to Create an Account, look for an email with instructions on creating a password to sign in and manage your gift.*

# Text Giving

To give via text, send CBCOWASSO $50 (or any amount) to the phone number **73256**. You'll receive a text message in response with your next steps. After you give one time, your payment method is saved, so you can quickly give again from your phone.



# eGiving Guide

## How to give with Access ACS

You have new ways to support our ministries and connect with our church online. We invite you to use this guide to learn how to give through Access ACS – our new, secure online software. Whether you want to set up a recurring gift or split your donation between different funds, Access ACS makes it safe and secure to give online. Access ACS will help our church staff in managing and tracking information.

# Create an Online Account

**With an account, you can manage your giving as recurring and one-time donations.**

**Step 1:** Go to our website and "Click here to Give Online" under Members. Choose "Create an Account".

**Step 2:** The Access ACS create a login screen will display. Complete all

| Create your Login |
| --- |

*First Name  *Last Name  Suffix

*E-mail Address

*Confirm E-mail Address

*Address Line 1

Address Line 2

*City  *State  *Postal Code

*Phone
*(111-111-1111)*

**Continue**   * Required fields
By clicking this button you agree to the Terms of Use.

**Step 3:** Check your email for an account verification message from us. If you do not see one, please check your spam folder.

**Step 4:** Click the link in the verification email to create a password for your Access ACS account.

You can now sign in at any time with your email address and the password you created.

**The account verification link expires in 24 hours, so be sure to complete all four steps.**

# Set Up Recurring Donations

1. Sign in Access ACS from our website at [www.cbcowasso.org](www.cbcowasso.org) under Members tab after account setup.

2. On the main menu bar, point to **Giving** and click **Give Now**.

Welcome, Elizabeth George
Home | Directories | Groups | Events | Giving | Serving
Give Now
My Scheduled Giving
My Giving History
I Want to View...
Available Activities          Available Cl...
Available Small Groups        Available Re...
Available Serving Opportunities   My Complete Profile
My Connections                My Giving History

**Set up your gift in four easy steps**

1. **GIFT**: Enter an amount and date and choose whether this is a one-time or recurring gift. Click **Continue**.

2. **FUNDS**: Enter amounts for each fund you wish to support. Click **Continue**.

3. **PAYMENT METHOD**: Choose from your saved payment methods or click **Add a New Payment Method**. If you do not have any payment methods on file, you will be directed to the form to add one. Click **Continue**.

4. **REVIEW & PROCESS**: Verify your information. Click **Back** to make changes or **Process Gift** to contribute.

You can print a receipt for your records

**Can't remember your password? You can click the forgot password link from the Access ACS sign in screen or contact the church office, and we can help you reset your password.**

# FAQS

### I don't want to give online. Should I still create an account?

Yes! From your Access ACS home screen you can view:

- **My Groups** to see any groups you're involved with
- **My Calendar** to see upcoming events
- **My Giving Summary** to view your giving history and even print your own Contribution Statement at year end.

### Is my information secure?

Your information is encrypted. Plus, the payment processor for Access ACS complies with the highest security standards in the industry.

### Tips for using our online community:

- Click **More Info** at the top right to open instructions for the program.
- Click **Report a Problem** at the top right to email to our church office.
- A pencil icon appears next to information that you can edit. These edits go to our office staff, so they can update your information appropriately. You'll notice Access ACS update about a week after you request a change.

### Go mobile!

The free Church Life™ app is available for iPhone or Android. It allows you convenient, on-the-go access to the church directory, events calendar, and mobile giving with the same user name