

Planning Center Online (Church Center) Giving Module

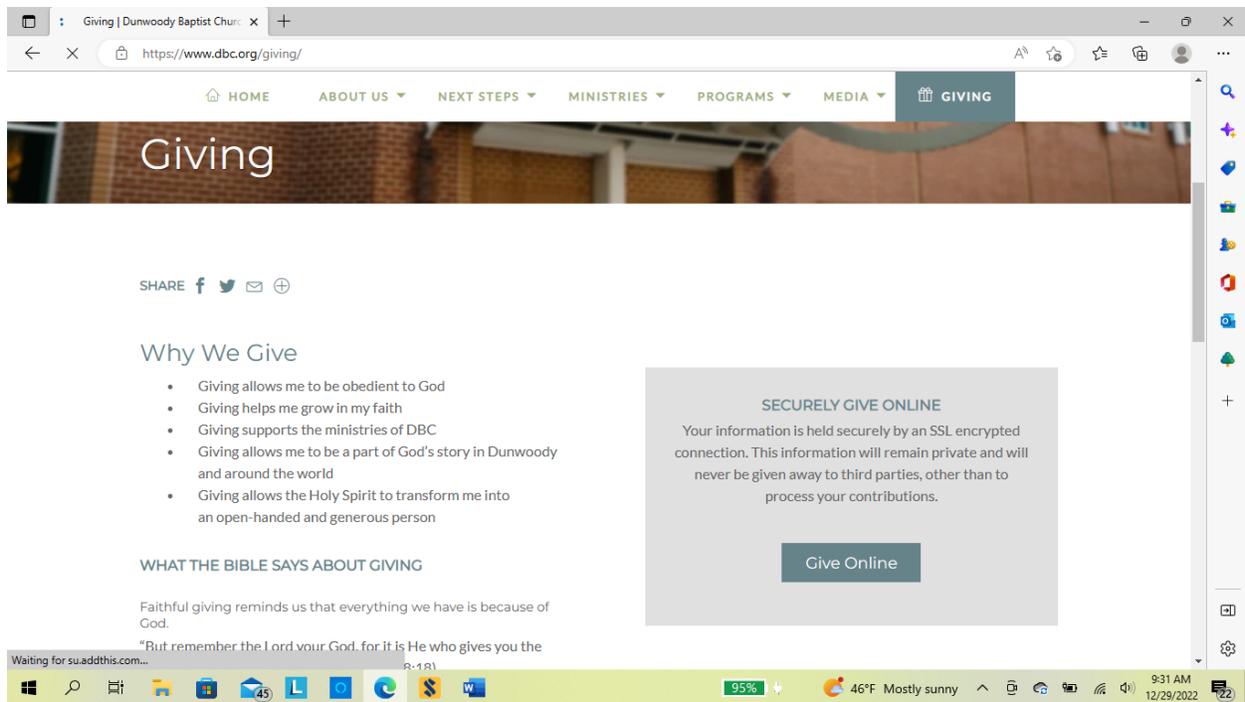
Online Giving Setup Instructions

If you plan to give online only once or on a regular basis using the Planning Center Online (Church Center) Giving Module, you will need to set up your bank account or debit card information. The instructions on how to do this via the DBC Website are outlined directly below, and the instructions for giving through the Church Center App are at the end of this document. If you have any questions, please call David Harris at 404-213-5638 or email him at dharris@dbc.org, Melissa Hummel at mhummel@dbc.org, or Kathy Hicks at khicks@dbc.org. They will schedule a time to walk you through this process if needed.

Note: If you are currently an online regular giver, you will be personally contacted to ensure that your recurring gift in our current system is turned off so that no donations are doubled.

GIVING THROUGH THE DBC WEBSITE:

Access the DBC Website and select Giving. (This is on the main landing page to the far right.)



The screenshot shows a web browser window displaying the 'Giving' page on the Dunwoody Baptist Church website. The browser's address bar shows the URL 'https://www.dbc.org/giving/'. The website's navigation menu includes 'HOME', 'ABOUT US', 'NEXT STEPS', 'MINISTRIES', 'PROGRAMS', 'MEDIA', and 'GIVING'. The 'GIVING' menu item is highlighted. The main content area features a large 'Giving' header, social media sharing options, and a section titled 'Why We Give' with a bulleted list of reasons for giving. A prominent grey box on the right side of the page contains the text 'SECURELY GIVE ONLINE' and a 'Give Online' button. The Windows taskbar at the bottom shows the system tray with the date and time set to 9:31 AM on 12/29/2022.

Giving | Dunwoody Baptist Church

https://www.dbc.org/giving/

HOME ABOUT US NEXT STEPS MINISTRIES PROGRAMS MEDIA GIVING

Giving

SHARE f t e +

Why We Give

- Giving allows me to be obedient to God
- Giving helps me grow in my faith
- Giving supports the ministries of DBC
- Giving allows me to be a part of God's story in Dunwoody and around the world
- Giving allows the Holy Spirit to transform me into an open-handed and generous person

WHAT THE BIBLE SAYS ABOUT GIVING

Faithful giving reminds us that everything we have is because of God.

"But remember the Lord your God, for it is He who gives you the..."

SECURELY GIVE ONLINE

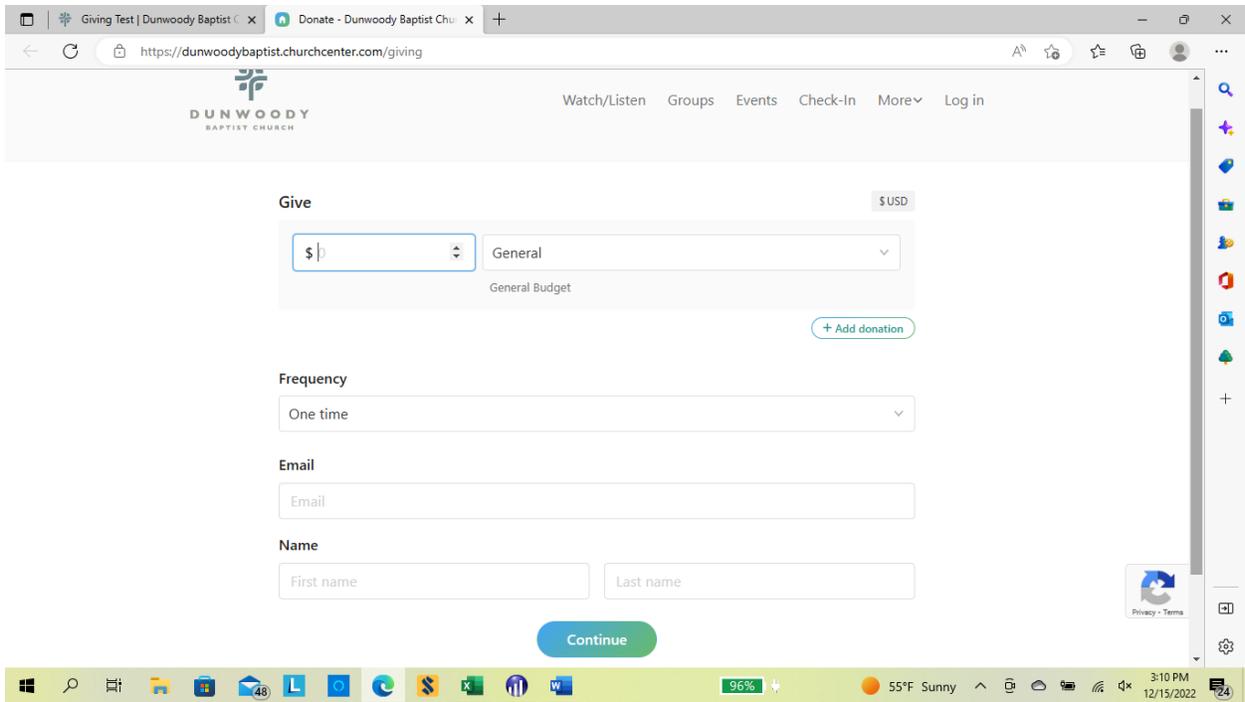
Your information is held securely by an SSL encrypted connection. This information will remain private and will never be given away to third parties, other than to process your contributions.

Give Online

Waiting for su.addthis.com... (R-18)

95% 46°F Mostly sunny 9:31 AM 12/29/2022

Click the Give Online box. On the next screen, you will be prompted to input your preferences:

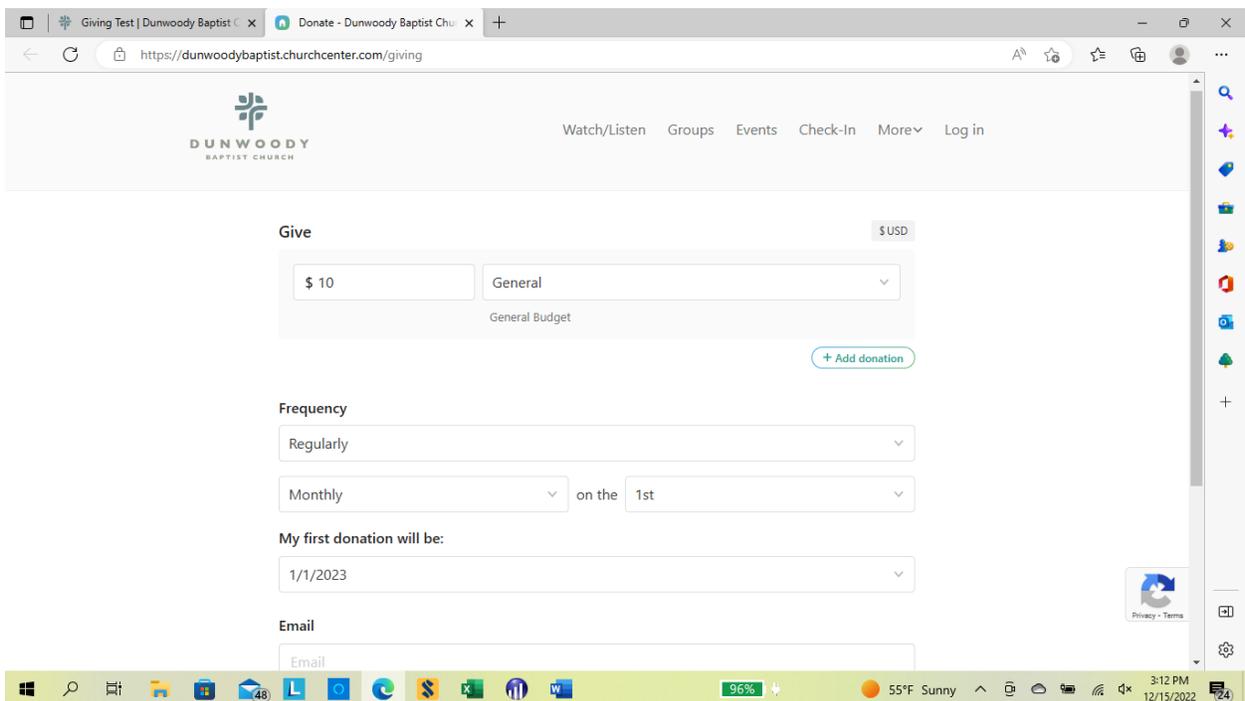


The screenshot shows a web browser window with the URL <https://dunwoodybaptist.churchcenter.com/giving>. The page header includes the Dunwoody Baptist Church logo and navigation links: Watch/Listen, Groups, Events, Check-In, More, and Log in. The main content area is titled "Give" and includes a currency selector set to "\$ USD". Below this is a form with the following fields:

- A text input field for the donation amount, currently empty.
- A dropdown menu for the designation, currently set to "General" (with "General Budget" listed below it).
- A "+ Add donation" button.
- A "Frequency" dropdown menu set to "One time".
- An "Email" text input field.
- A "Name" section with two text input fields for "First name" and "Last name".
- A green "Continue" button at the bottom.

The Windows taskbar at the bottom shows the system tray with a battery level of 96%, a temperature of 55°F, and the date 12/15/2022.

Input your preferences for giving – amount, designation, frequency, and date of donation. Once you have input your preferences, please input your email address and phone number. Then click the Continue button at the bottom of the page. Please see the example below:

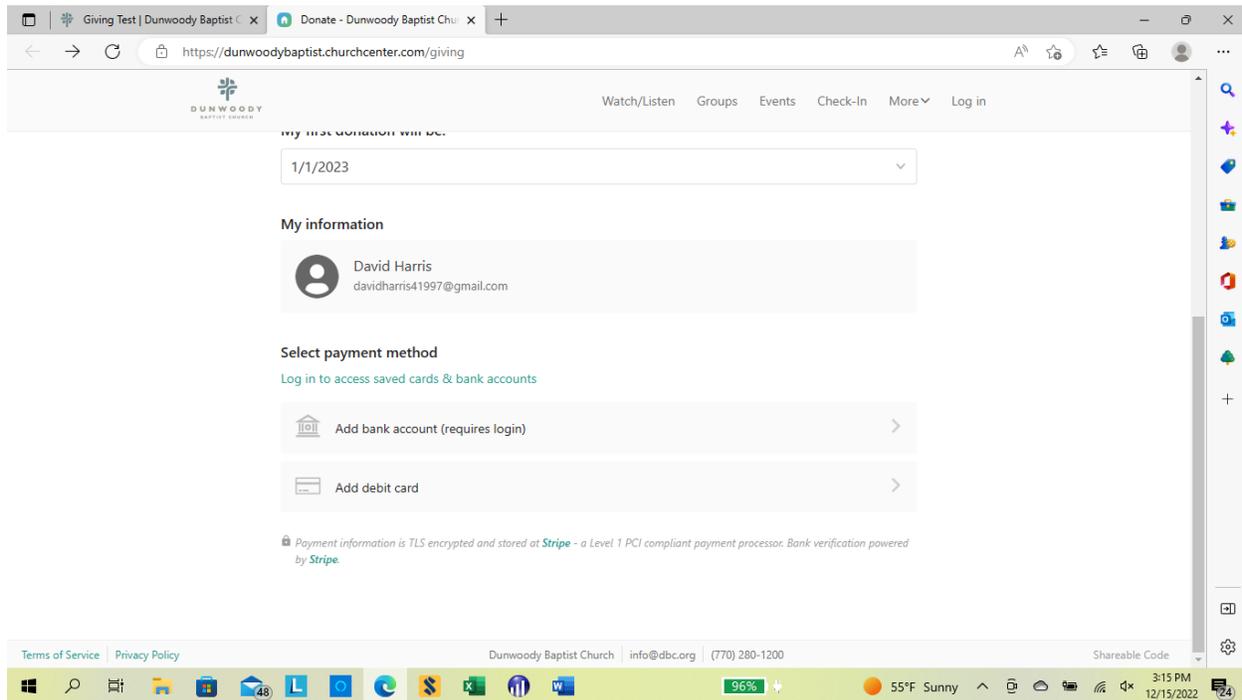


This screenshot shows the same giving page as the previous one, but with the following fields filled out:

- The donation amount is "\$ 10".
- The designation dropdown is still "General".
- The "Frequency" dropdown is now "Regularly".
- Below "Regularly", there are two more dropdowns: "Monthly" and "on the 1st".
- A "My first donation will be:" section with a date dropdown set to "1/1/2023".
- The "Email" text input field is now empty.
- The "Continue" button is still present at the bottom.

The Windows taskbar at the bottom shows the system tray with a battery level of 96%, a temperature of 55°F, and the date 12/15/2022.

Select Payment Method. There are two options: 1) Add bank account, or 2) Add debit card.



Note: If you already have a profile in Planning Center Online (Church Center), you should be able to complete the remaining steps. If you do not have a profile/account in Planning Center Online (Church Center), you will need to complete some steps to create your profile/account.

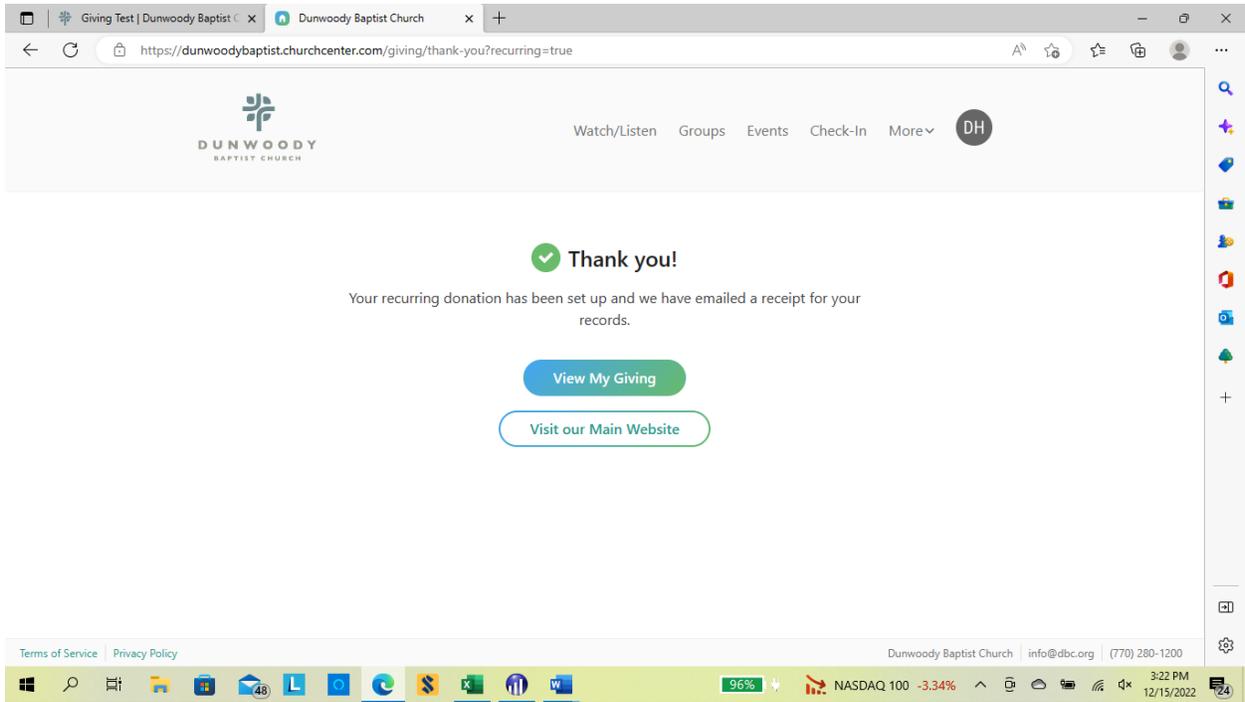
- 1) Input your email address to create an account.
- 2) An input code will be sent to your email address which you will need to input in the space provided.
- 3) Complete the remaining steps to log in to your account/profile.

Next, select a payment method – either a bank account or a debit card. Input the detailed information for the account you choose (i.e. card number, account number, routing number).

Other Notes:

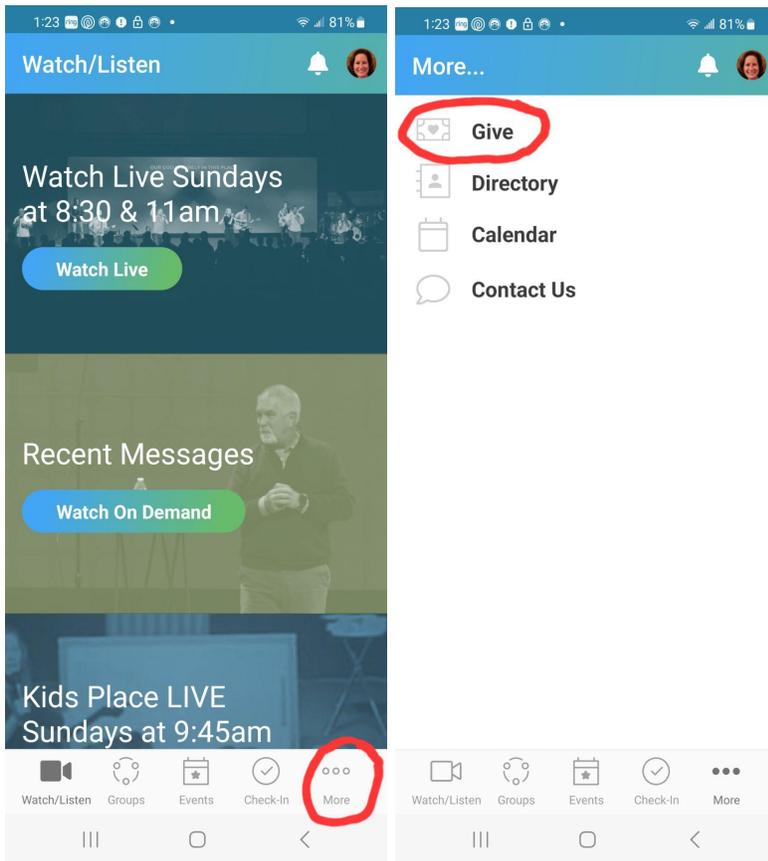
- Some banks/institutions may perform a test and deposit a small amount of money into your account and then withdraw the same amount. You may have to perform a confirmation for the bank. This is just to ensure that the account is set up correctly.
- You may cover the processing fee, but **this is not required**. DBC greatly appreciates your generosity!

Once you have completed the process, you should see a page similar to the screenshot below confirming completion.



GIVING THROUGH THE CHURCH CENTER APP:

If you normally give through the Church Center app, continue to select the “Give” option. The first time you give in 2023, you will be prompted to input your bank account or debit card information for the new Planning Center Online (Church Center) Giving Module. The instructions for doing so are detailed above.



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