



NEW MOUNT OLIVE BAPTIST CHURCH

LOGIN INSTRUCTIONS

How to “Create a Login”:

- Go to www.mountolive.org
- In the navigation bar, click on the “Giving” link
- This page is titled “Login What is MyMountOlive?”
 - Click “Member Login”
- This will open a new browser.
 - Click on “Need a login? Click Here”
- Enter your email address and first name, last name
 - Click on “Find Me”
- You will be emailed your username and password
- Copy the temporary password and paste it into the login screen and enter your username
- Change your password to what you want it to be
- You are in!!!

How to set up your online giving:

- Once you are logged in, on the navigation bar, select “Giving”
 - A drop down menu will appear
 - Select “Give Now”

1. Gift

- Once the link opens, enter your giving in the blanks
- “How much would you like to give?”
- Select either “One Time” or “Recurring”
- “When would you like to give?” Select a date
- Click “Continue”

2. Funds

- Select the fund(s) you wish to contribute to (Note: you may contribute to more than one fund)
- Click “Continue”

3. Payment Method

- Click “Add New Payment Method”
- This will open a screen requesting credit card or check information
- Click “Submit Changes”

4. Review & Process

- Review your payment information
- Check the box if you would like to save your payment information
- Click “Back” if you need to correct an error
- Click “Process Gift” to complete

5. Receipt

- Print receipt for records (optional)

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