

# Harvest Bible Chapel – Online Giving

From the “Online Giving” tab, you can securely contribute to Harvest Bible Chapel using a checking/savings account or debit/credit card.

The screenshot shows the Harvest Bible Chapel Online Giving login page. At the top, there is a blue header with the Harvest Bible Chapel logo and the text "ONLINE GIVING". Below the header, there are two navigation tabs: "HOME" and "ONLINE GIVING". The main content area is white and contains the following text:

Welcome to Online Giving!

**GETTING STARTED**  
To make a secure online contribution to Harvest Bible Chapel via a direct debit from your bank account or via credit card you will need to log in. Once logged in, simply click on the "Start" button and follow the easy step-by-step instructions.

As you proceed through online giving you will be re-directed to our processing partner Payment Data Systems. Be assured your transactions will be secure and confidential.

During each step of this process, you will be given the opportunity to cancel the transaction. Once your transaction is complete, you will receive an e-mail confirmation from [ShelbyWEBVIEW@shelbyinc.com](mailto:ShelbyWEBVIEW@shelbyinc.com).

**THANK YOU!**

**Existing User**

Number or E-Mail Address:   
Password:

[Forgot your password?](#)

**New User**

First Name:   
Last Name:   
Address:

**1** Begin by entering your information in the New User section.

**Note: On subsequent visits, login as an Existing User using the E-mail address and password you enter here.**

The screenshot shows the Harvest Bible Chapel Online Giving email verification page. At the top, there is a blue header with the Harvest Bible Chapel logo and the text "ONLINE GIVING". Below the header, there are two navigation tabs: "HOME" and "ONLINE GIVING". The main content area is white and contains the following text:

Welcome to Online Giving!

**GETTING STARTED**  
To make a secure online contribution to Harvest Bible Chapel via a direct debit from your bank account or via credit card you will need to log in. Once logged in, simply click on the "Start" button and follow the easy step-by-step instructions.

As you proceed through online giving you will be re-directed to our processing partner Payment Data Systems. Be assured your transactions will be secure and confidential.

During each step of this process, you will be given the opportunity to cancel the transaction. Once your transaction is complete, you will receive an e-mail confirmation from [ShelbyWEBVIEW@shelbyinc.com](mailto:ShelbyWEBVIEW@shelbyinc.com).

**THANK YOU!**

Please verify your e-mail address before continuing.

**2** Confirm your email address.

**Note: This is the email address the system will use to send a record of your online giving transactions.**

Click “Start.”

The screenshot shows the Harvest Bible Chapel Online Giving payment type selection page. At the top, there is a blue header with the Harvest Bible Chapel logo and the text "ONLINE GIVING". Below the header, there are two navigation tabs: "HOME" and "ONLINE GIVING". The main content area is white and contains the following text:

Choose Payment Type

Please select payment type:

Checking / Savings Account  
 Credit Card Account

Current recurring payments  
No recurring payments to process.  
To proceed to the next step of this process, click the "Next" button.  
To cancel the process of making a contribution, click the "Cancel" button.

**3** Choose whether you will be giving via your checking/savings account or a debit/credit card.

Once you have made your selection click “Next.”

**Note: If you have previously set up any recurring payments, you will be able to see and edit the details under “Current recurring payments” on this screen.**

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The screenshot shows the 'Provide Amount, Purpose, and Frequency' step of the online giving process. At the top, there are navigation tabs for 'HOME' and 'ONLINE GIVING'. Below the header, the user is prompted to 'Provide Amount, Purpose, and Frequency' and to 'Next, choose the frequency of this gift and, next to the purpose, the amount you want to give to that purpose.' The form includes a 'Frequency' dropdown menu set to 'Monthly', a 'Begin Date' field set to '12/15/2010', and a 'Number of Payments' section with radio buttons for 'Pay Until Further Notice' (selected) and an empty field. Under 'Purposes', there are six input fields for different campus general offerings: Aurora, Chicago North Campus, Crystal Lake Campus, Elgin Campus, Niles Campus, and Rolling Meadows Campus. A 'TOTAL' field is also present. At the bottom, there is a 'Memo' text area.

**4** Choose a gift frequency – one-time gift, weekly, bi-weekly (*every 2 weeks*), monthly or quarterly.

**Note: If you choose a frequency other than “one-time gift,” the designated amount will be automatically withdrawn/charged based on the chosen frequency.**

Next, use the tab key or click in the box of a Campus specific General Fund. Enter the amount you want to give. *Giving is not designated to the Campus you select. It is one General Fund as needed.*

Click “Next.”

Hint: To give twice a month (i.e. 5<sup>th</sup> and 25<sup>th</sup>):

- Select Monthly
- Enter a Begin Date for 5<sup>th</sup> day of the month
- Complete setup
- Create another recurring Monthly payment for the 25<sup>th</sup> day of the month

The screenshot shows the 'Review and Confirm Contribution Information' screen. It features the same navigation tabs as the previous screen. The main heading is 'Review and Confirm Contribution Information', followed by the instruction: 'Finally, review the summary below to make sure all the information you have entered is correct.' Below this is a 'Contribution Summary' section showing 'Monthly' frequency and 'Purpose(s): General Offering - Rolling Meadows Campus: \$10.00'. The 'Total Amount' is listed as '\$10.00'. At the bottom, there are instructions on how to review, cancel, or continue the process, and a note that the user will be redirected to a secure payment site. A security message icon and three buttons ('< Back', 'Next >', 'Cancel') are located at the very bottom.

**5** Review the Contribution Summary screen. If you spot a mistake, click the “Back” button on the screen to make corrections before continuing.

When you have verified the information, click “Next” and you will be redirected to our secure payment site to enter your bank account/credit card information.

# Harvest Bible Chapel – Online Giving

At our secure payment site, enter details for your checking/savings account or debit/credit card.



**PAYMENT**  
Data Systems  
Harvest Bible Chapel

Amount: \$10.00

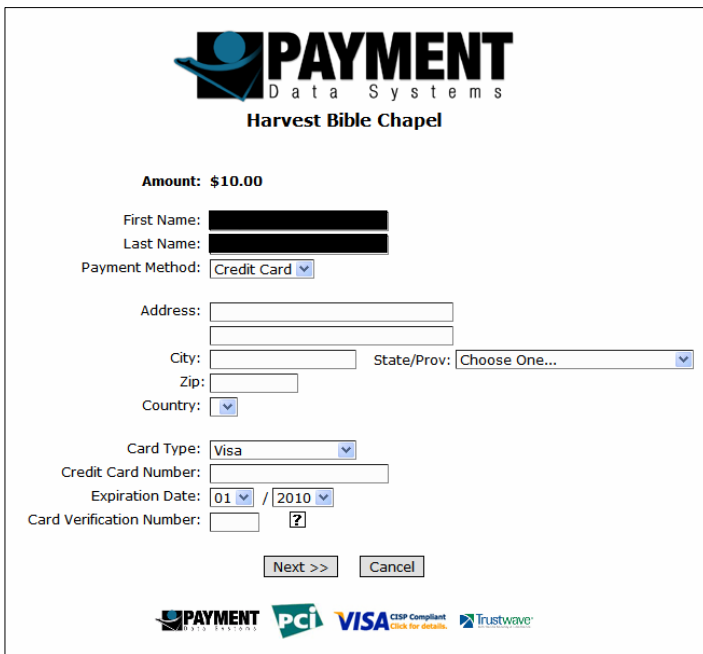
First Name: [Redacted]  
Last Name: [Redacted]

Payment Method:

Routing Number:  ?  
Account Number:

**PAYMENT** **PCI** **VISA** CSPP Compliant Click for details. **TRUSTWAVE**

**6** If contributing from your Checking Account, enter the Routing Number and Account Number from your check.



**PAYMENT**  
Data Systems  
Harvest Bible Chapel

Amount: \$10.00

First Name: [Redacted]  
Last Name: [Redacted]

Payment Method:

Address:

City:  State/Prov:

Zip:

Country:

Card Type:

Credit Card Number:

Expiration Date:  /

Card Verification Number:  ?

**PAYMENT** **PCI** **VISA** CSPP Compliant Click for details. **TRUSTWAVE**

If contributing with a credit card, be sure the address you enter matches the billing address for your card.

Click "Next" when finished.

## Harvest Bible Chapel – Online Giving

**Harvest Bible Chapel**

Please confirm the payment information and click the Submit button.

Amount: [REDACTED]

First Name: [REDACTED]  
Last Name: [REDACTED]  
Address: [REDACTED]

City: [REDACTED]  
Zip: [REDACTED]

Card Type: [REDACTED]  
Credit Card Number: [REDACTED]  
Expiration Date: [REDACTED]

**7** Verify that the information you entered is correct. If you spot a mistake click “Edit” to make the appropriate changes.

When finished click “Submit.”

One-time gift successfully received!

Transaction Number: 080713085616405  
Transaction Date: 7/13/2008

Contribution Amount: [REDACTED]  
Contribution Purpose: [REDACTED]

**8** Print this screen for a record of your contribution.

You will also receive an email for your records from ShelbyWEBVIEW@shelbyinc.com.

**Note: Your online gift will not immediately show on your contribution records on the “Contribution History” tab. Typically, updated information will be available by the following Tuesday.**