

3. <u>Logon to WC-Connect</u>. If you have never signed in before, select "Sign Up" on the bottom left. You can also select "Forgot username or password" or call the WCC office to help you sign in.





Give	Wayzata C	'ayzata Community Church						
		General Ministry			\$125.00			
		Gift Amount			Total: \$125.00			
		Payment Information						
		Payment Type						
		Checking Account			•			
		Debit/Credit Card						
		Example	Name					
		Street						
		123 Main Street						
			State	Postal Code				
		Wayzata	MN	55391				

HOW TO CANCEL/CHANGE A REPEATING GIFT

NOTE: You cannot "change" a repeating gift. You must cancel it and enter a new repeating gift.

1. After you sign in to WC-Connect, select <u>"\$ Give"</u> on the left side menu

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2. On the top menu, select "SCHEDULES/HISTORY"

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() () () ()	Give		Gift Amount Choose Designation	Giving Amount			
More	>				Add another		
				Cancel	Continue		

3. Select "Cancel" on the repeating gift you want to cancel

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		Individual Family							Giving Statement	
		REPEATING GIFT SCHEDULES							Show Active *	
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	>	Designation	Amount	Next	Frequency	Re	m Last Msg			
		General Ministry	\$100.00	Dec 1, 2017	Monthly		2 Created	Cancel		
		GIVING HISTORY								
		Date Designation				Type			Amount	
		Date Designation				type			Amount	

4. Set up a new repeating gift (follow instructions on prior page)

HOW TO VIEW AND UPDATE YOUR PROFILE OR USERNAME AND VIEW YOUR GIVING HISTORY

1. After you sign in to WC-Connect, select Your Name in the top right. Then a drop down menu will appear, and select "Profile"



- 2. When you view your profile, you can also:
 - Edit your profile (address, phone, email)
 - Change your username or password
 - View your giving/pledging history
 - You can also select "\$ Give" on the left menu, and view more detailed giving and pledging history

≡ Menu	Wayzata Community Church	4
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Give More	Phone: Address: Phone: Address: Change Username Change username Family Edit Profile Change username Family Edit profile	word
View Family	Information (Financial)	istory
	Recent Transactions	

3. Questions? Please contact the church office at (952) 473-8877.