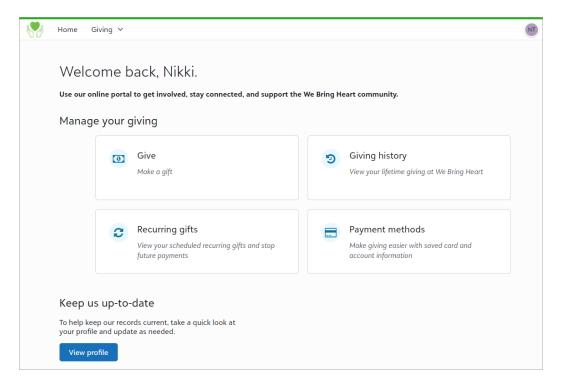


Getting Started with the Portal

Use our portal to stay connected with ASMS!

What can I do in the portal?

- Give one-time or recurring gifts.
- Save payment methods to make future giving quick and easy.
- View details about previous online and offline giving, including cash or checks.
- Update your name and contact info to keep our office up-to-date.



How do I get started?

- 1. You'll receive an email from us inviting you to join the portal. Select **Accept your invitation** to create a portal account.
- 2. Verify the name and email address to use for your account. *Please use an email address we have on file for you.*
- 3. Check your email inbox for the 6-digit code to confirm your email address.
- 4. Create a password and sign in.
- 5. Bookmark the homepage in your browser so you can return to the portal as needed. If you need to sign in, enter your email address and password on the Blackbaud ID screen.

Need help?

Contact our office: amcmaken@asms.net or schurch@asms.net

The portal is powered by Blackbaud, our fundraising management technology provider.