

# Directions for Online Giving

We are pleased to offer an online giving option. This safe and secure means of giving one-time, weekly, bi-weekly, monthly, or quarterly gifts can be found on the church website by clicking on the “online giving” link on the home page. This will take you to **Shelby WEBVIEW**, where you will find basic information as well as a link to FAQs, which should provide assistance in establishing access to this information.

In addition to online giving, **Shelby WEBVIEW** will provide access to a GBC member directory, where you can update your contact information and view and print your giving statements. The FAQs will provide a quick reference for how to access the various features.



To get started, you will need to do the following:

Go to the Grace Baptist Church website, **AboutGraceBaptist.org**, and click on the words “online giving” (upper right portion of the home page). Then click on the word “here” at the end of the description. You will then be directed to **Shelby WEBVIEW** and the following steps can be taken to set up your access.

Step 1: Click **Forget Your Password?** to have your password emailed to you.

Step 2: In the pop-up window, type in the primary email address that the church has on record for you and click **Continue**. (Only click Continue ONE TIME – as long as you see a message that says “Passwords are being sent,” then it worked.

Simply click **Cancel** to close the pop-up window.)

Step 3: Watch your email inbox for a notification to come through. This could take up to 5 minutes.

The email you receive will have an ID#, your name, and a system-generated password that you can change once you are logged in.

*If you get a message that says “There are no users with e-mail addresses in the criteria you selected. No e-mails will be sent,” then the email address you entered does not match what the church has on record for you. Please send an email to **Pam@OurGrace.Church** with the primary email address you wish to have added to the church’s database. Once it is added, you will be able to retrieve your password.*

Please contact Pam Dratnol or Mike Swanson at the church office if you are experiencing any difficulties or have any questions for which you couldn’t find answers in the FAQs.