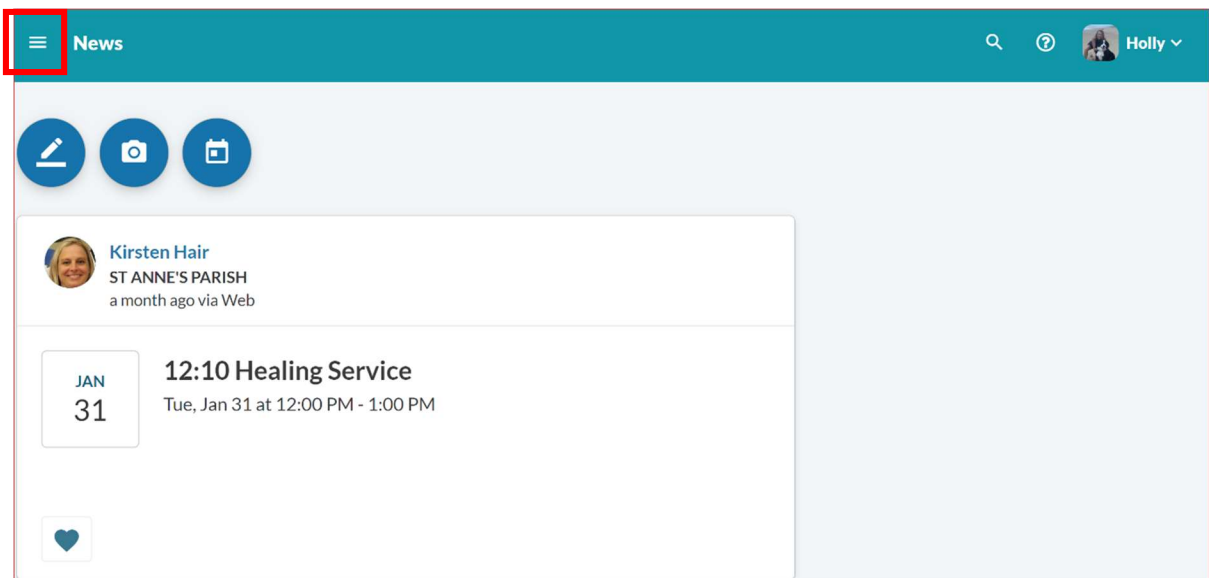




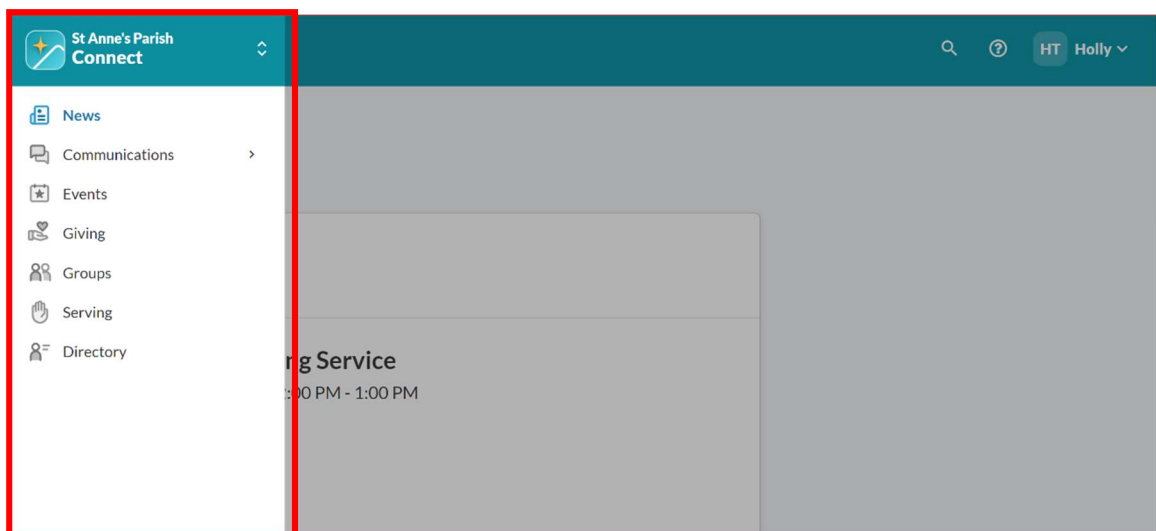
St Anne's Realm Documentation

How do I access the Realm Ministry Hub to see my Giving Statement?

1. Once you log into Realm you will be brought to your home page News Feed that offers information for your activities within St. Anne's Ministry programs.
2. To access your groups, serving information, giving information, event updates, your personal communication inbox and the Church Directory click on the Menu bar in the upper lefthand corner of the screen. This opens what Realm refers to as your "Ministry Hub".



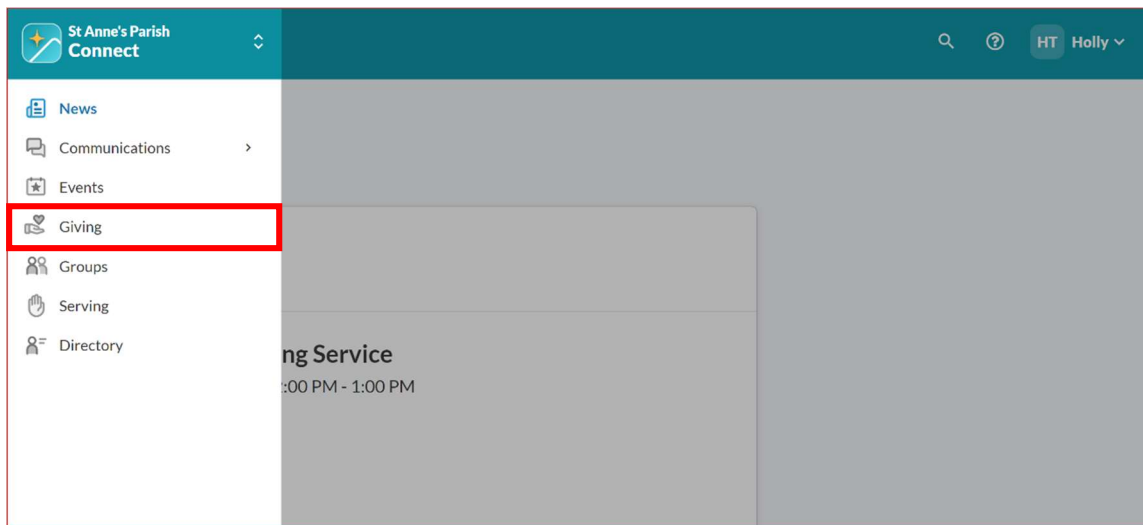
3. To access any of the sub functions from the Ministry hub just scroll down and select where you want to





St Anne's Realm Documentation

- To view your financial contributions to St. Anne's scroll the menu and click "Giving".



- You will see a screen similar to the one below but with your personal details. This information is kept completely confidential in Realm. Only the church treasurer and administrative staff are able to access this information to support the pledging and giving process within the church community. Realm also allows you to make a pledge directly from this screen as well.

