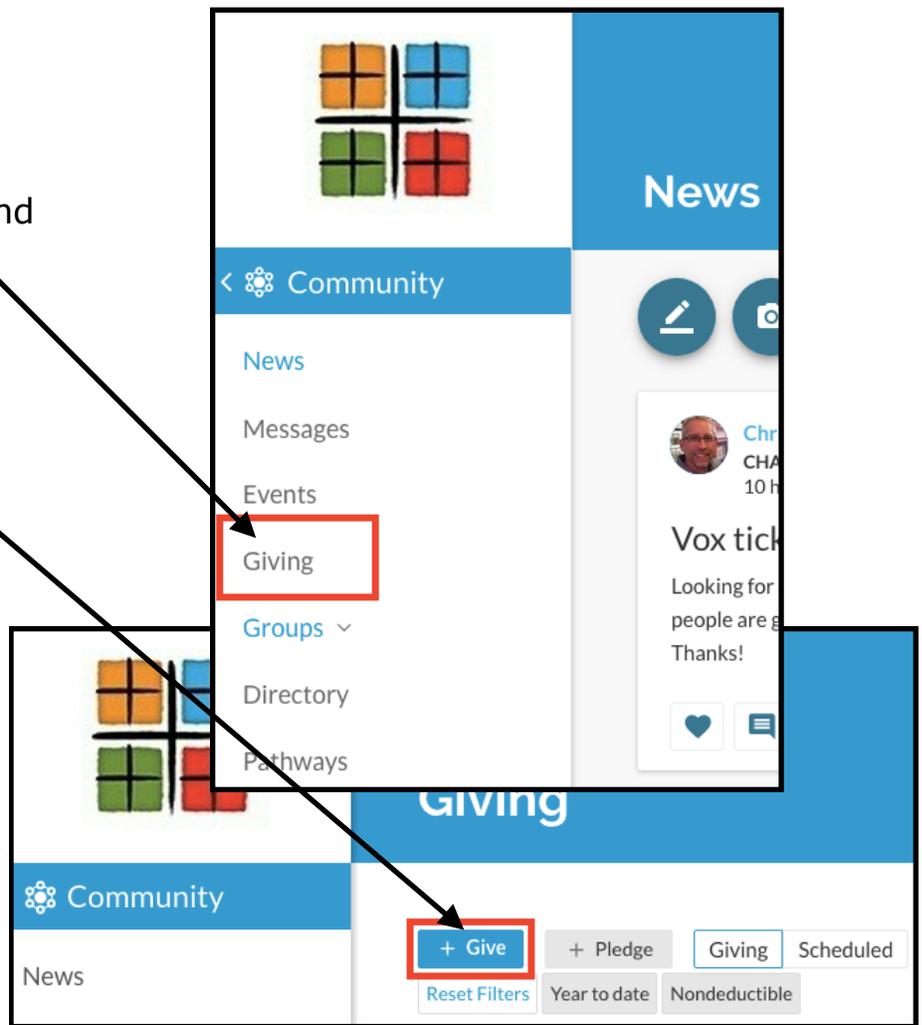


Log into Realm - onrealm.org

Click on **Giving** on the left-hand navigation.

Click on the **+Give** button.



Fill out the Give Now form...

1. Set the **amount**
2. Select the **fund** you want to contribute to
3. Specify the **frequency**
4. Set the **payment date**
5. Set the **start date** - This will likely be **01/01/2019**
6. Select that you'd like to **specify an end date**
7. Select the **end date** - This will likely be **12/31/2019**
8. Specify the **account**, or add a payment method.
9. Click **Give** to save.

A screenshot of the 'Give Now' form. The form is titled 'Give Now' and has a 'GIVING DETAILS' section. The 'Give' field is set to '0.00' (1) and the fund is 'Church Operations (Pl...)' (2). The frequency is 'Once a month' (3) on the '7th' (4). The starting date is '01/01/2019' (5) and the end date is '12/31/2019' (7). The 'PAYMENT INFORMATION' section has a dropdown for 'Account' (8) and a 'Give' button (9). A red arrow points from the text 'Click the +Give to an additional fund if you want to split your pledge payments into both Operations and Building funds.' to the '+ Give to an additional fund' link.

Click the **+Give to an additional fund** if you want to split your pledge payments into both Operations and Building funds.