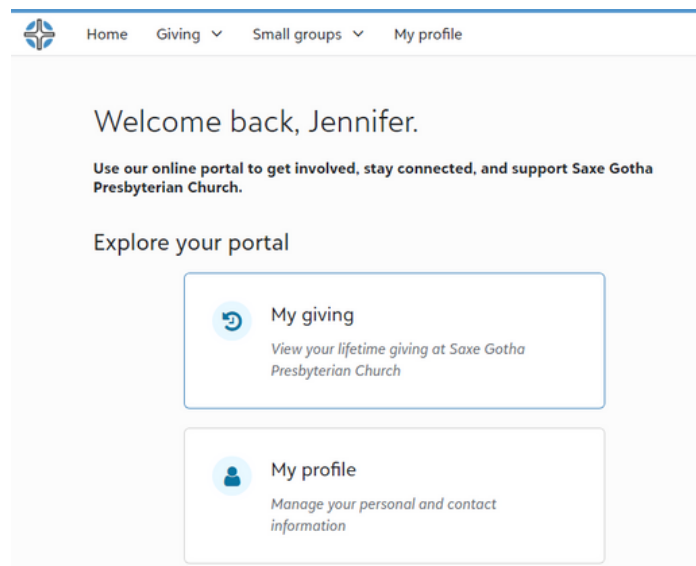# Saxe Gotha
PRESBYTERIAN CHURCH

Blackbaud Online Portal

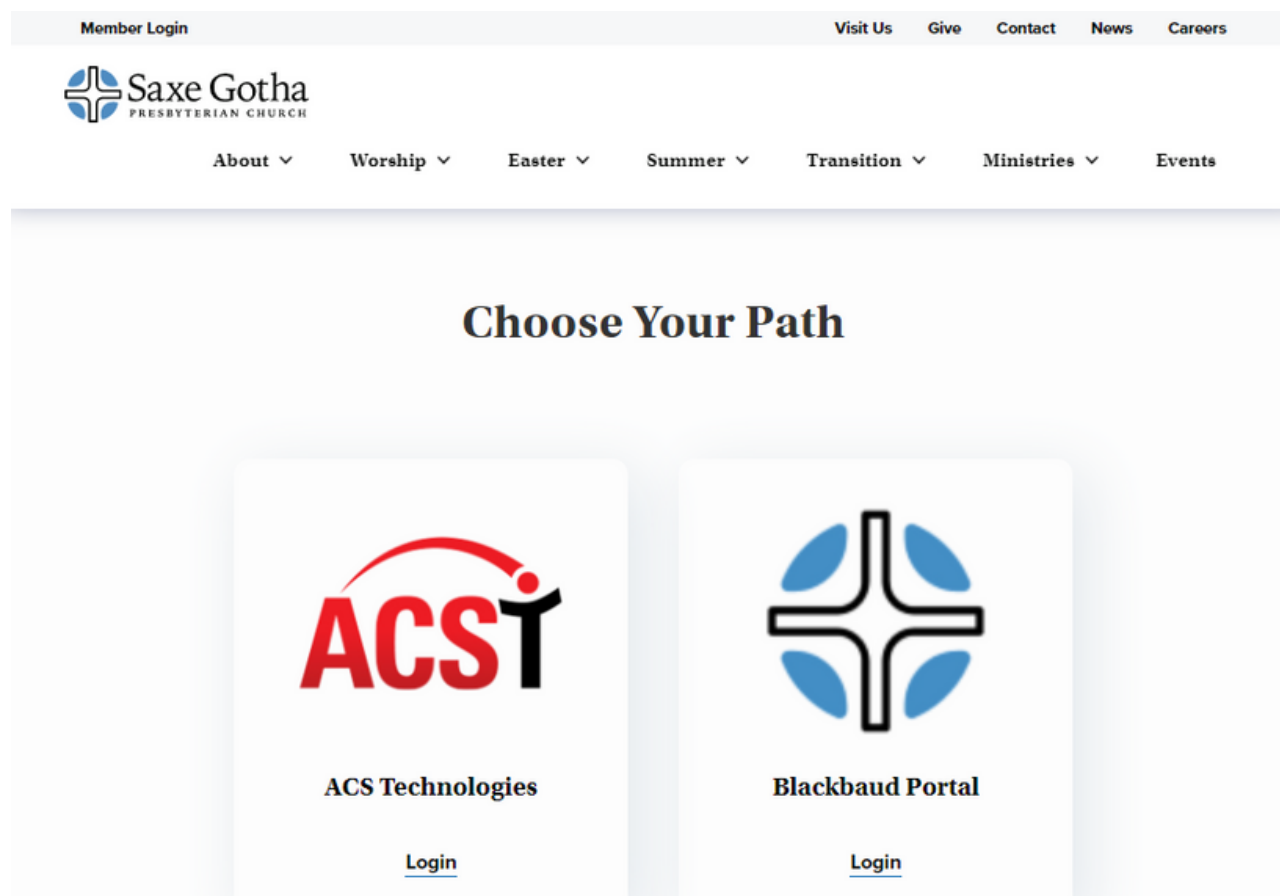## Use our online portal to stay connected with Saxe Gotha!

What can I do in the portal?

- Update your name and contact info to keep our church office up-to-date.
- View info for small groups you're a member of or search for new groups to join.
- Small group leaders can take attendance, manage meetings, and message participants.
- See any payments you have made for events or registrations.

How do I get started?

1. On the Saxe Gotha website (saxegotha.org), Click on "Member Login" in the Left-upper hand corner.
2. Then under "Choose Your Path," Click "Login" under "Blackbaud Portal"

Sign in

Welcome to the Saxe Gotha Presbyterian Church Blackbaud Portal. First time user? Select "Sign Up" below. If you have any questions, contact Alisha Hudson at ahudson@saxegotha.org

Email address

Password

Forgot password?   ☐ Remember my email

Sign in

or

G   Sign in with Google

Need an account? Sign up

Need help?

Powered by
blackbaud

3. On the Sign in screen, next to "Need an account?," click "Sign up."

Sign up

Email address

Password

Must contain at least 12 characters and 3 of the following:
- Capital letter
- Lowercase letter
- Number
- Special character (!, #, %, etc.)

Confirm password

First name

Last name

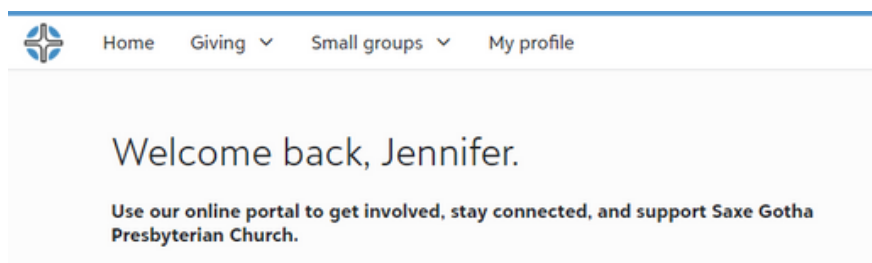By continuing below, you are agreeing to the Blackbaud, Inc. Terms of Use and Privacy Policy.

Sign up

4. Complete the Sign up information. Make sure to use the email that Saxe Gotha has on file for you. If you may have more that one email listed, contact the church office to verify your correct email.
5. You will be sent an Activation link to your email. Make sure to activate your account within 24-hours

How do I access my shepherding group?

1. Under the "Small groups" menu in the portal, select "My Groups"

2. Select your group listed as "Shepherding Group - [your name]"

3. From here, you can Contact your group by email or text (can only use text from phones) and Print a contact list.

Any questions?

Issues or questions with your Shepherding Group:
   Contact Karen Baier: kbaier@saxegotha.org

Issues with the Blackbaud Portal:
   Contact Jennifer Dever: jdever@saxegotha.org

Any additional issues or questions:
   Contact Alisha Hudson: ahudson@saxegotha.org

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