

Instructions for Printing Online Giving History

Online donors can check their giving history at any time throughout the year. Follow these nine steps to access your history at your own convenience. You will need to access the internet.

1. Go to webpage: <http://www.newmanhawaii.org/give-online>. The following page will appear:

Give Online

Save time and donate online!

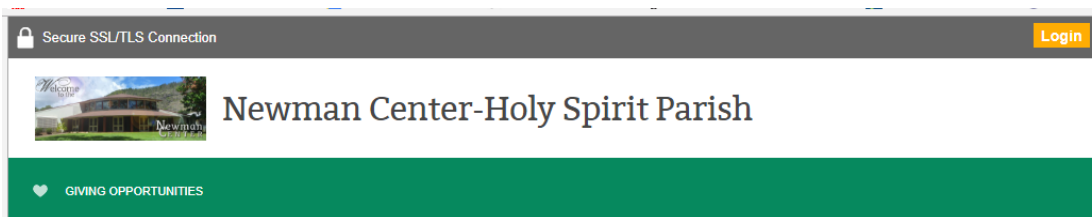
Online Giving is now available for parishioners and supporters with WeShare, an easy and convenient way to save time and support the church. Donating is simple, safe, and completely secure. [Click on the image below to go to a secure website to complete your donation.](#)

With WeShare, you can set up a recurring weekly or monthly transaction using your checking, savings, or credit card account. You can decide how much to give to any collection and make changes any time, day or night. Plus, you can leave your checkbook at home on Sundays.

"Give and gifts will be given to you; a good measure, packed together, shaken down, and overflowing, will be poured into your lap. For the measure with which you measure will in return be measured out to you." – Luke 6:38



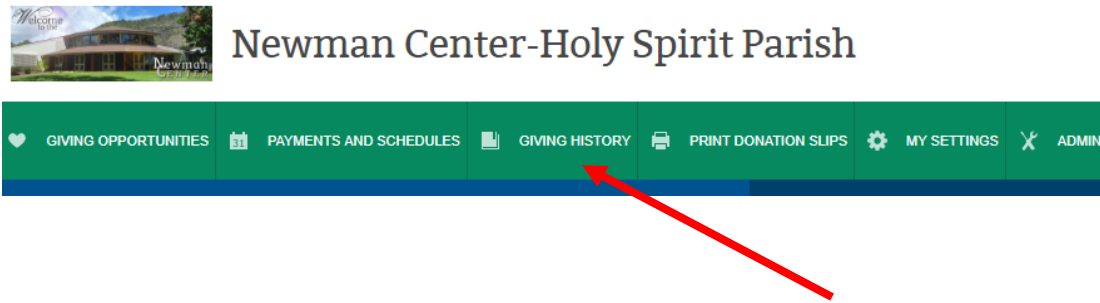
2. Click on gray "Give Online" icon. It will redirect you to our secure online giving web-page.
3. Login to your account by clicking on the yellow "Login" icon on the upper right-hand corner of the page.



4. Enter the email addressed used for your online giving. Then, enter your password. Then, click on the yellow "Login" button.

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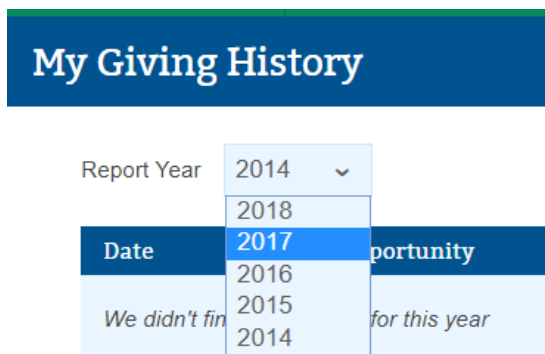
- From the green horizontal menu bar, click on "Giving History" menu.



- Look for "Report Year" and click on the drop-down menu to show a list of years.



- Select the appropriate year. A listing of all your online giving will be listed for that year. The details include: date, giving opportunity, amount, payment source and status.



- To save your report for the selected year, click on the yellow "Export to PDF" button on the right-hand side of the window.



- You can print or save the PDF to your computer.

For more information or additional help, set an appointment with one of the Newman staff to assist you. Thank you.