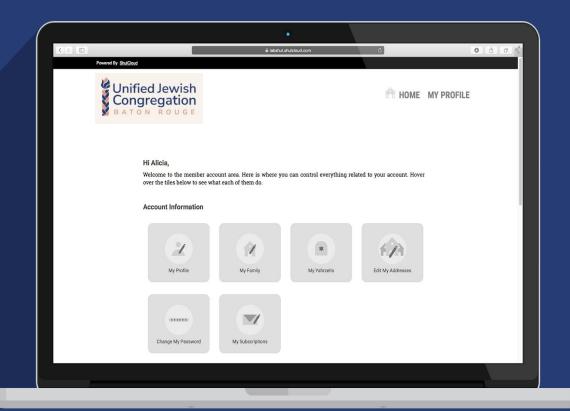
#### USING YOUR MEMBER PORTAL

Go to

https://ujcbr.shulcloud.com/member/

Contact the office (225-924-6773) if you need help at any point!

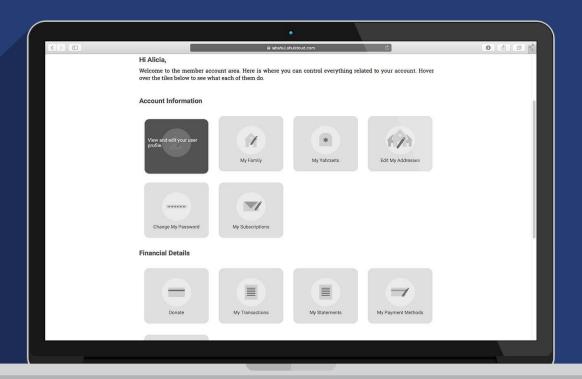
This is your ShulCloud Portal. Here you can edit your account information, update payment information, and more.



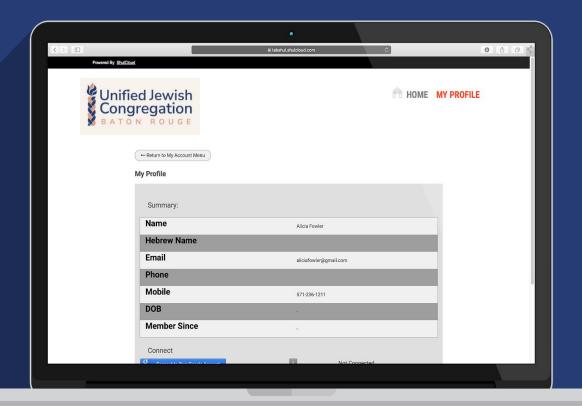
### Topic:

### Your account info

Click on
"My
Profile" to
update
your basic
information

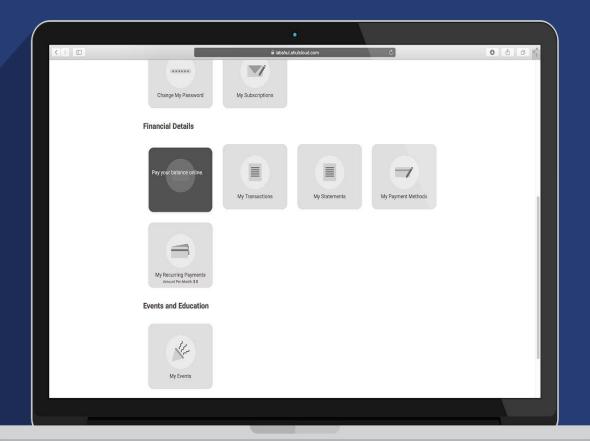


Make sure your contact information is up to date.

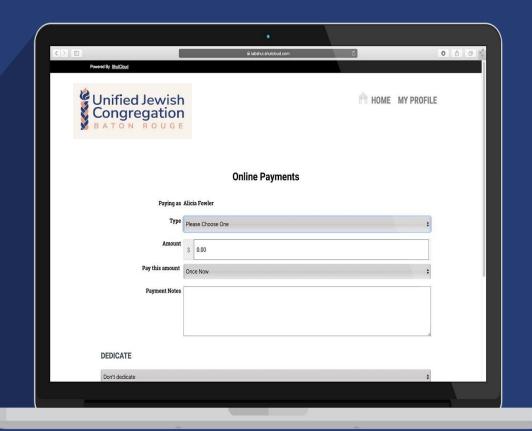


# Topic: Paying your bill

To make a payment or a donation, tap on the first tile under the section Financial.



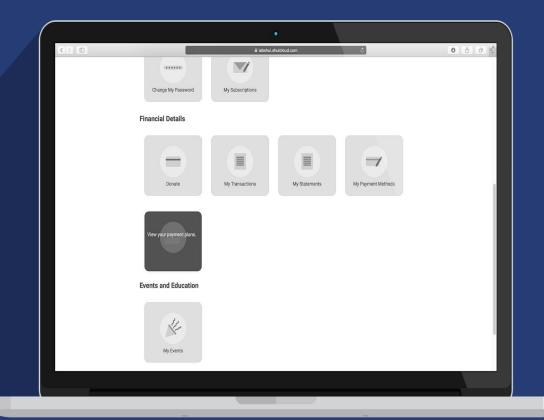
Within the Online Payment section, you can select the type of payment, your payment amount, payment schedule, and dedication.



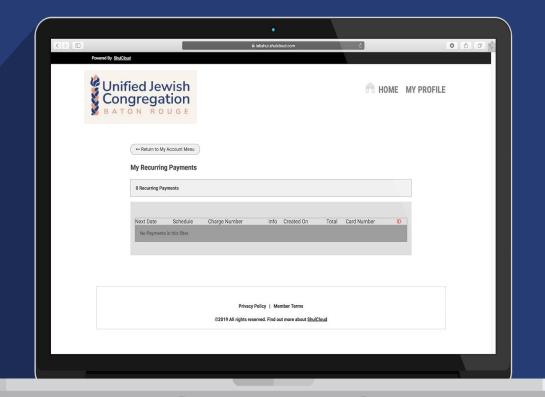
#### Topic:

### Recurring payments

If you'd like to update a payment schedule--for instance, how much and how often you contribute - you can do so using the tile titled " M y Recurring Payments."

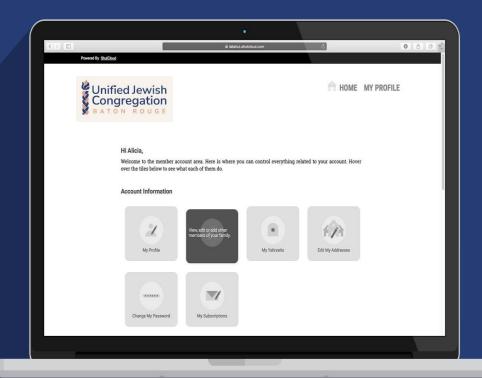


Your recurring payments will appear here and you can update them as needed.

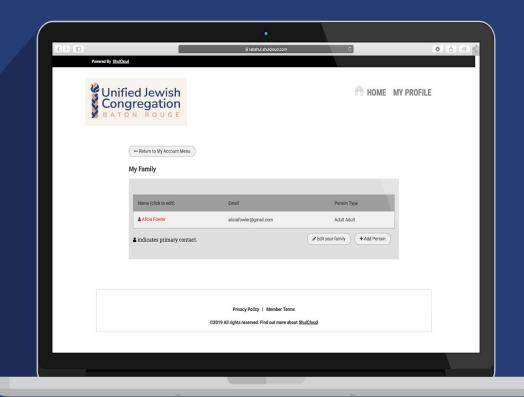


## Topic: Your family info

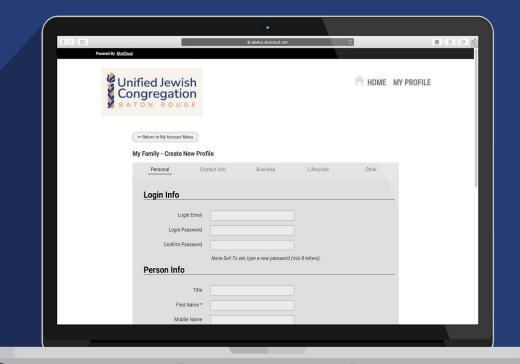
Tap on "My Family" to see who is listed in your household and tell us more about them.



On your "My Family" dashboard you can see who is listed in your family, the primary contact, and add people to your family account. Click on "Add a person" to add individuals like your parents or children.

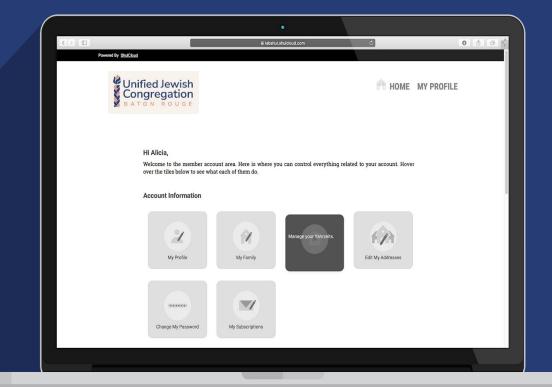


For each person in your household you can add personal details, contact info, business info, lifecycle dates, and other info.

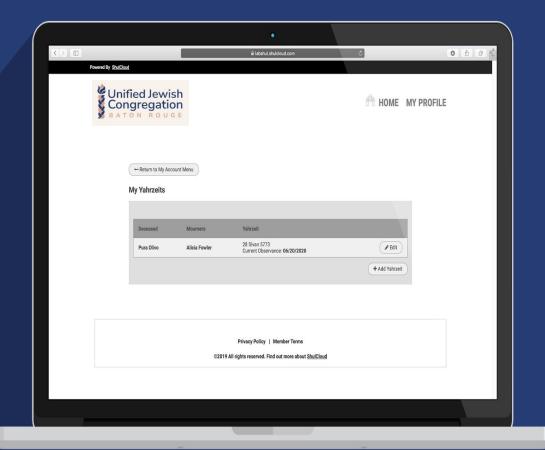


## Topic: Family yahrzeits

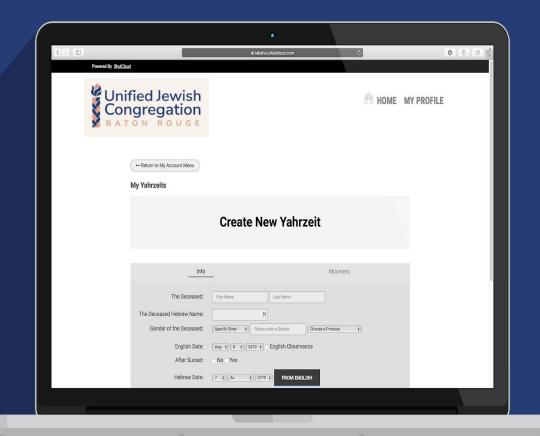
To add yahrzeits to your account, click on "My Yahrzeits"



Here you'll see Yahrzeits you have entered. You can add a new Yahrzeit using the "Add Yahrzeit" button.



Here you can input the important Yahrzeit information. Shulcloud can calculate the Hebrew date from the English date.



If need help finding your way around or need us to update your information for you, contact the office (225-343-0111) or stop by for a visit!



