

# Using Your B'NAI TIKVAH Portal

Welcome to B'nai Tikvah!!

B'nai Tikvah's web portal will allow you to view and edit your member data such as home and email address, phone numbers, and other personal information. You will also be able to review and pay your bills online, as well as make donations and send tributes. You can even search the Member Directory to find other members' phone numbers and email addresses.



[bnaitikvahma.org](http://bnaitikvahma.org)

First, Log in and create your personal account at [bnaitikvahma.org](https://bnaitikvahma.org).



[MEET US](#) [COMMUNITY](#) [CALENDAR](#) [WORSHIP](#) [DONATE](#)



Once you log in, click on the *Welcome [your name]* button.

You'll see this page in your B'nai Tikvah portal.

We'll walk you through some of the basics.



My Yahrzeits



My Events



My Email Subscriptions

#### Financial Information



My Payment Methods



Make Donations or Payments



Donate



Transaction History



View My Statements

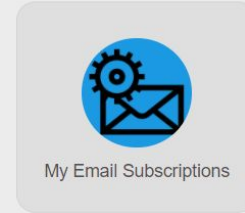
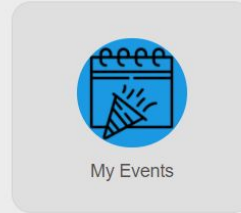
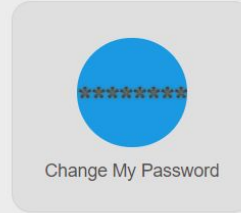
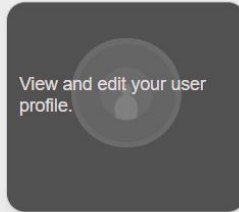
**Topic:**

**Your account info**

Click on  
“My Profile”  
to update your  
basic information

Hi Adrea,

Welcome to the member account area. Here is where you can control everything related to your account. Hover over the tiles below to see what each of them do.



Financial Information

Please make  
sure your  
contact  
information is  
up to date.

Click on  
“View & edit  
your profile” to  
make changes.


[← Return to My Account Menu](#)

### My Profile

Summary:

<b>Name</b>	Adrea Gerber
<b>Hebrew Name</b>	
<b>Email</b>	adrea@bnaitikvahma.org
<b>Phone</b>	7818285250
<b>DOB</b>	-

Connect

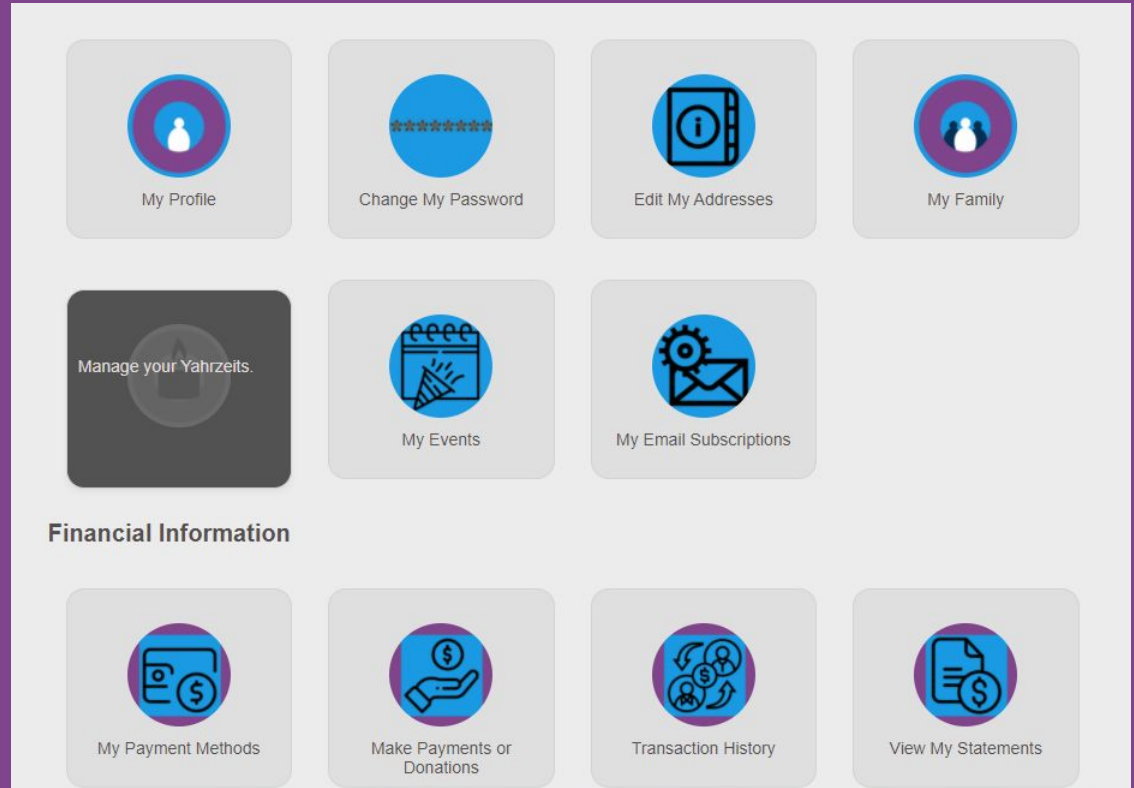
 [Connect to Your Google Account](#)  Connected

[✎ View & edit your profile »](#)

**Topic:**

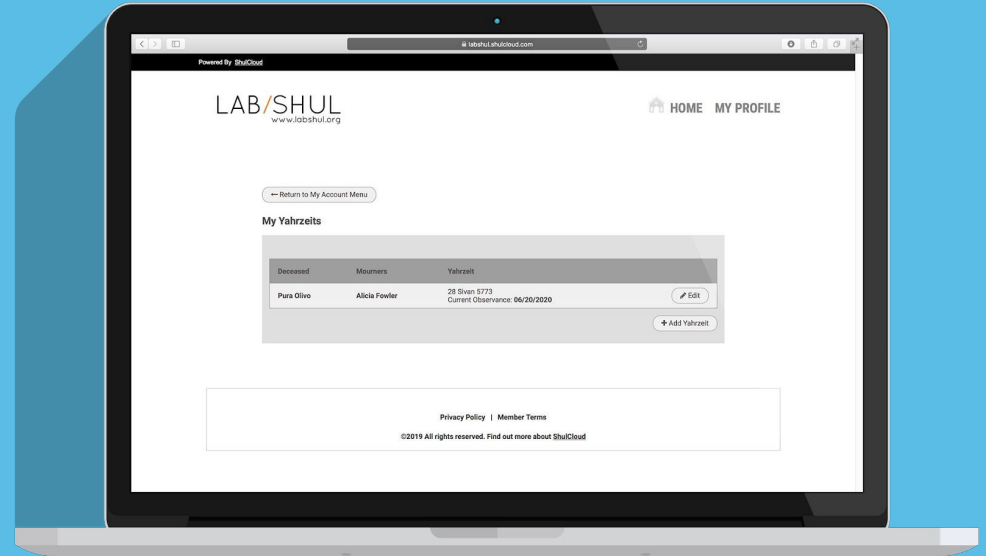
**Family yahrzeits**

To add yahrzeits  
to your account,  
click on  
“My Yahrzeits.”





Here you'll see  
Yahrzeits  
(loved ones'  
dates of death)  
that have been  
entered.  
Please let the  
office know if  
there are any  
corrections or  
additions.



**Topic:**

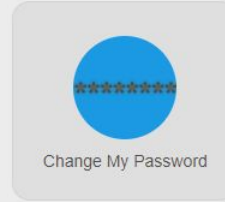
**Your family info**

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

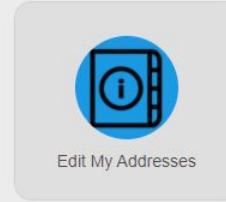
below to see what each of them do.



My Profile



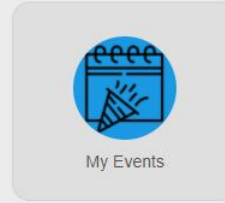
Change My Password



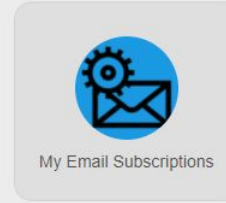
Edit My Addresses



My Yahrzeits

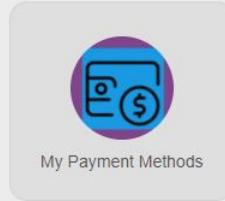


My Events



My Email Subscriptions

### Financial Information



My Payment Methods



Make Payments or  
Donations

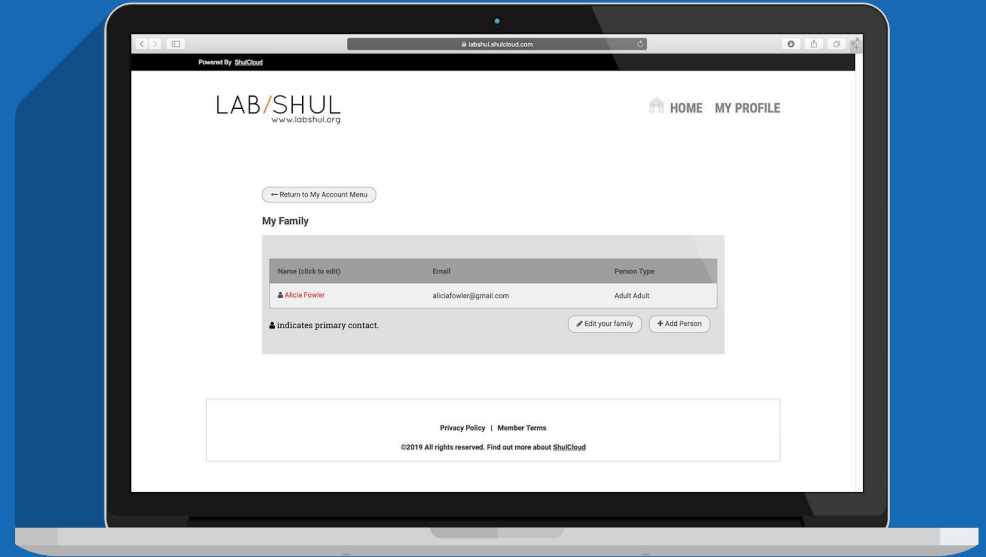


Transaction History

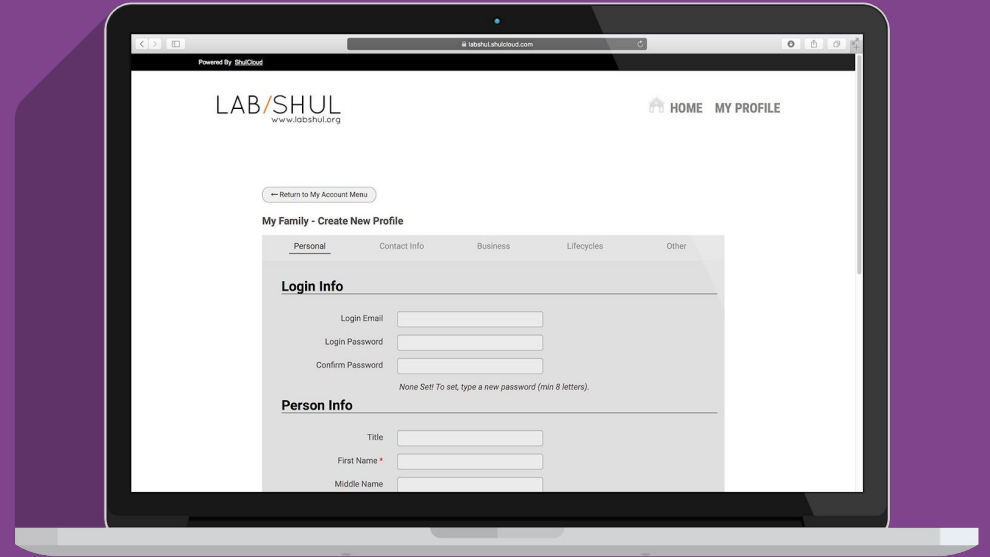


View My Statements

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:**

**Events**

As you register for events, you can see the event details under “My Events.”

Welcome to the member account area. Here is where you can control everything related to your account. Hover over the tiles below to see what each of them do.



My Profile



Change My Password



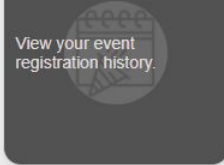
Edit My Addresses



My Family



My Yahrzeits



My Email Subscriptions

### Financial Information



My Payment Methods



Make Donations or Payments



Donate



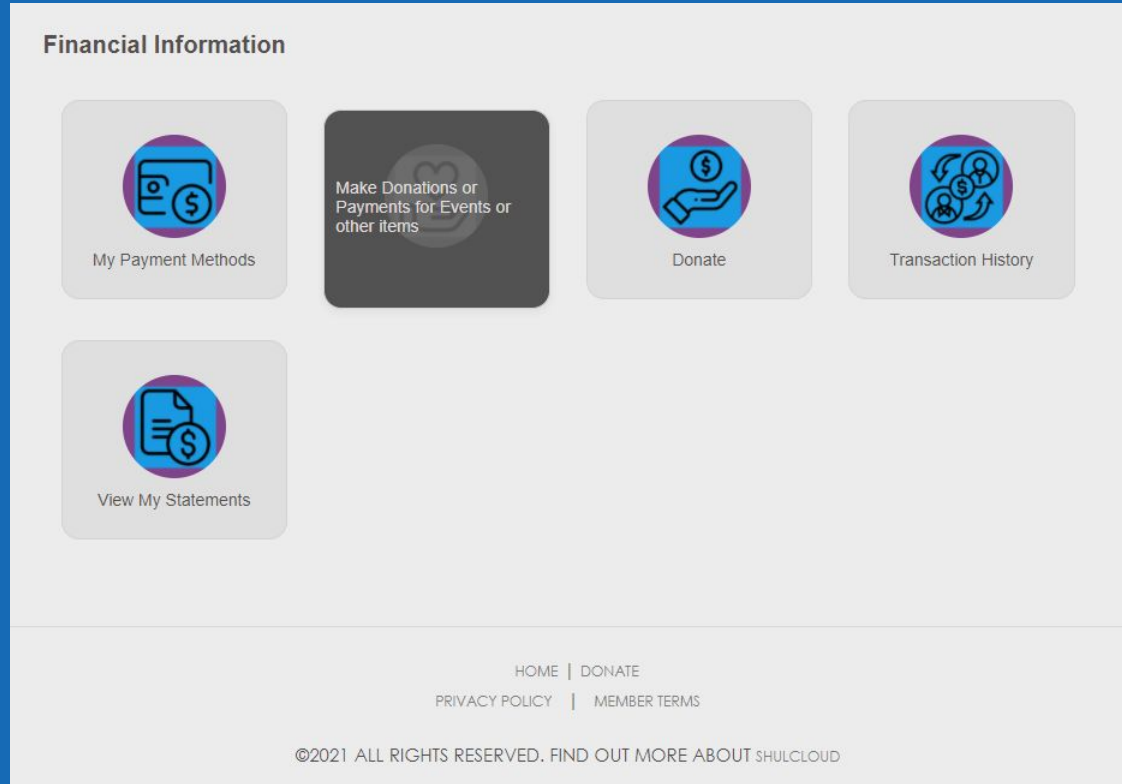
Transaction History

**Topic:**

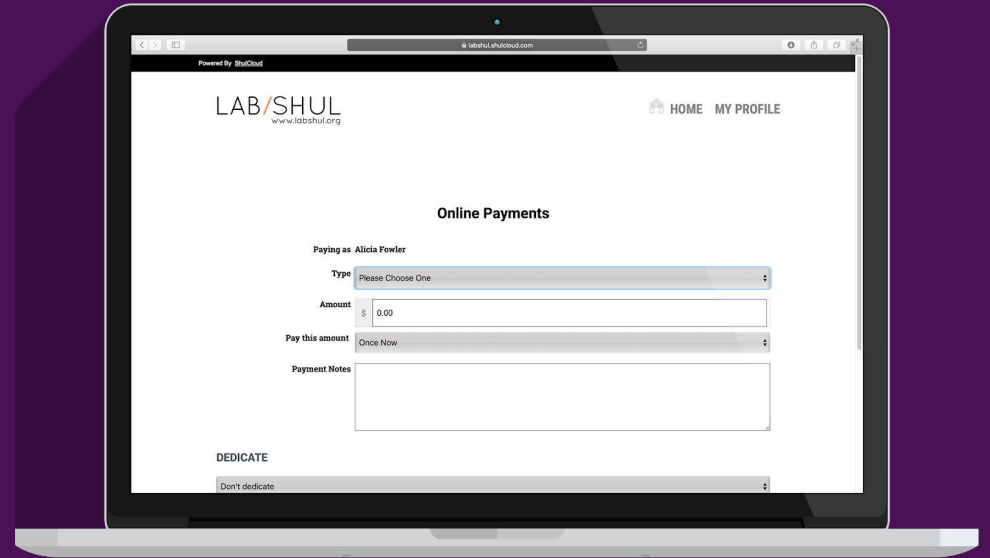
# **Making Donations and Paying for Events**



To make a payment (for a class or event, for instance) or a donation, please tap on the second Financial tile.



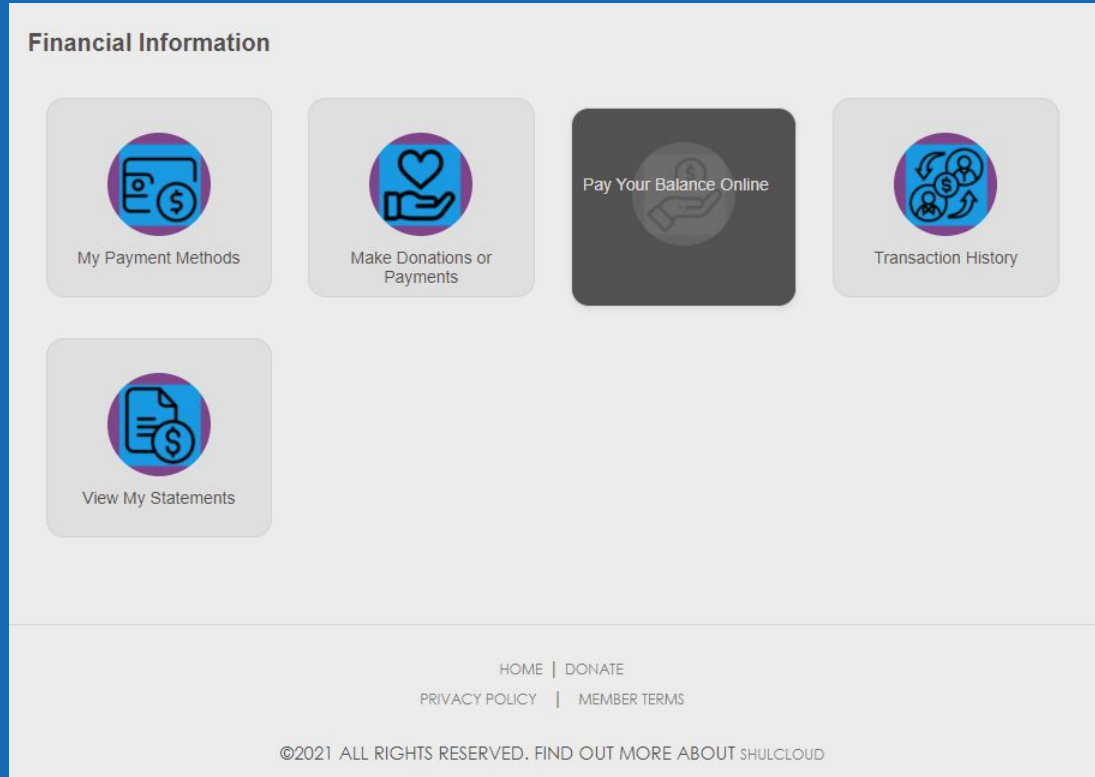
Within the Online Payment section, you can select the type of payment, your payment amount, payment schedule, and dedication.



**Topic:**

# **Paying Your Balance**

To make a payment on your Dues, Pledge, or Tuition Balance, please tap on the third Financial tile. If you have a \$0 balance, it will say “Donate”.



# That's all for now.

**If you get lost, or need help finding your way around, please call our Office staff for help at 781-828-5250.**