

# How to Make an Online Donation to OKC – Two Options

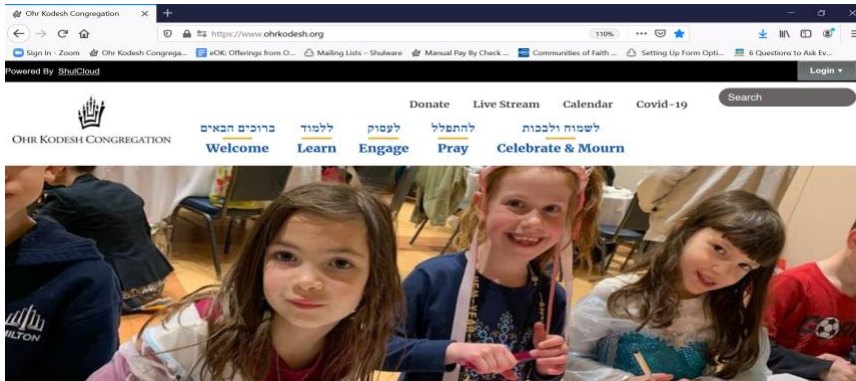
*OKC Members: Using Your OKC Account (Steps 1-10)*

OR

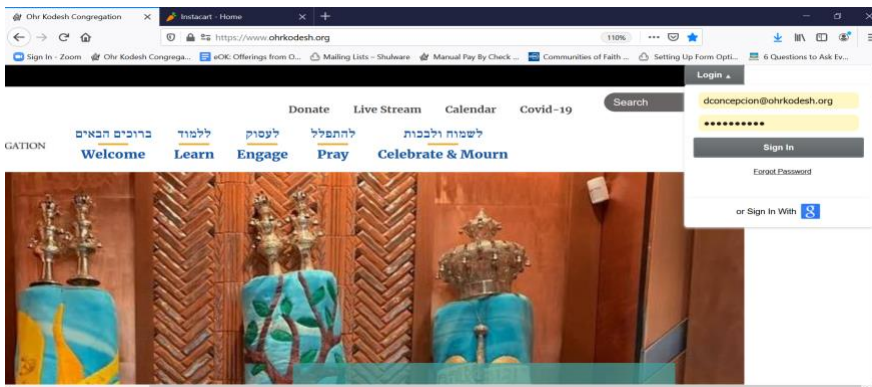
*Non-Member Donation and Member Direct Payment Online (Steps A-H)*

## OKC Members – Online Donations using your OKC Account

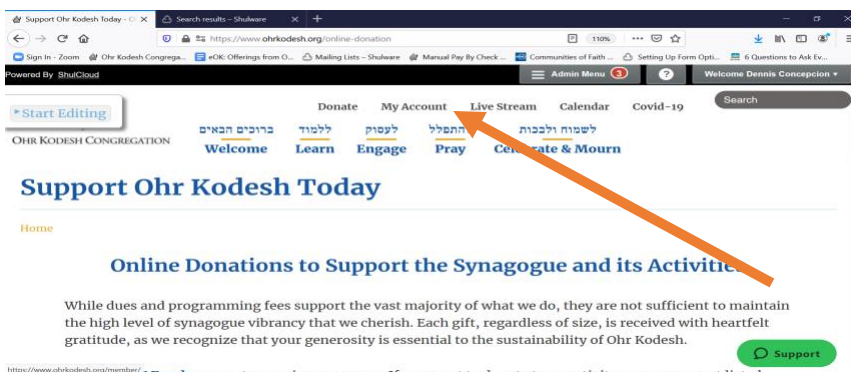
1. Login to your account by clicking the **login link**. You can also access this section by clicking the **“GIVE”** link on the Header.



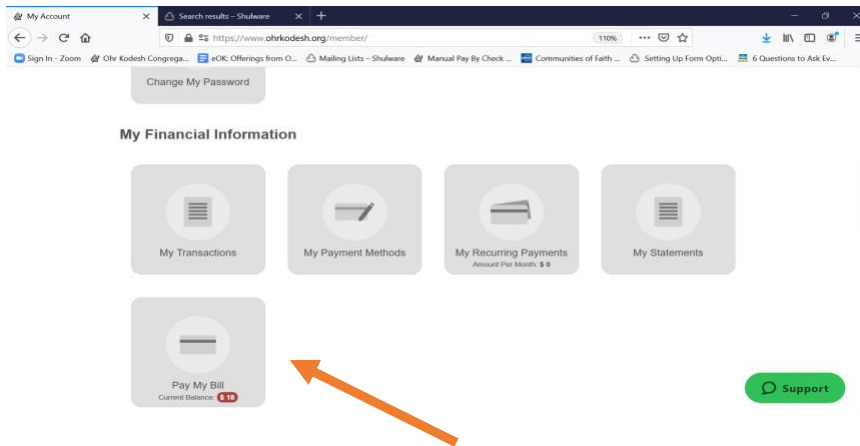
2. Enter your **Email Address** and **Password**. Please make sure that the email address you are using is what we have on our database. If you do not remember or do not have a password, click the **“Forget Password”** link.



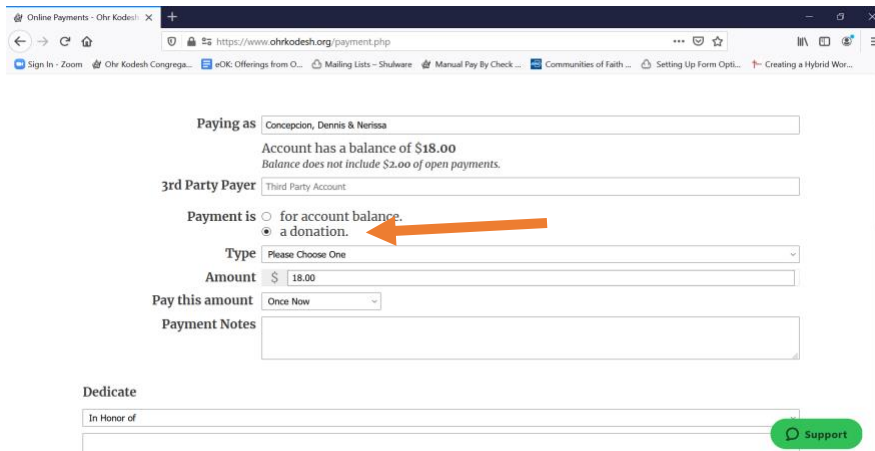
3. Click **“My Account”**



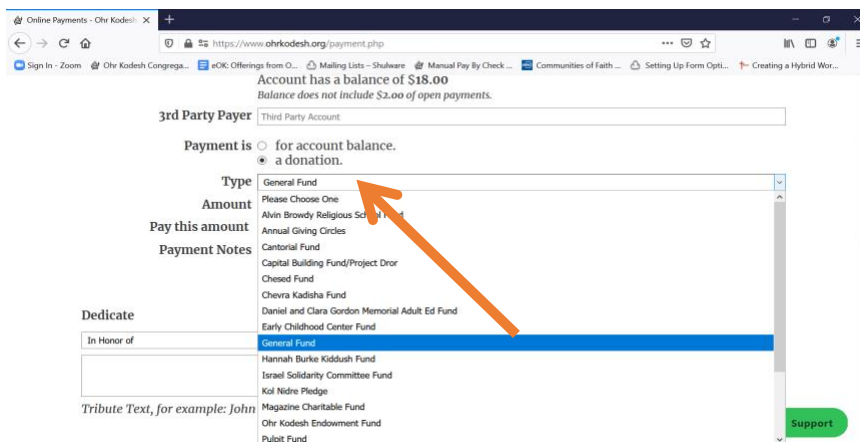
4. Go to “My Financial Information and click the “Pay My Bill” tile



5. Under “Payment is”, select “Donation”.

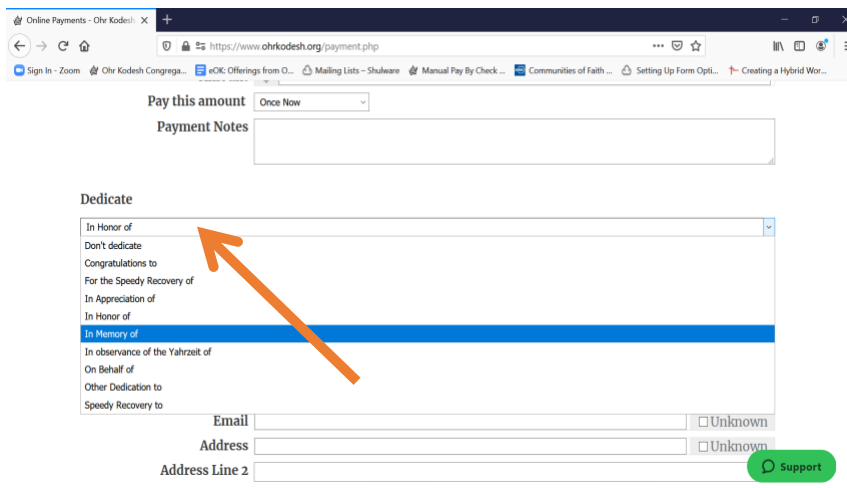


6. Select your **Payment Type** or **Type of Fund** where you want your donation to be allocated. Click [OKC Funds](#) for the complete list.



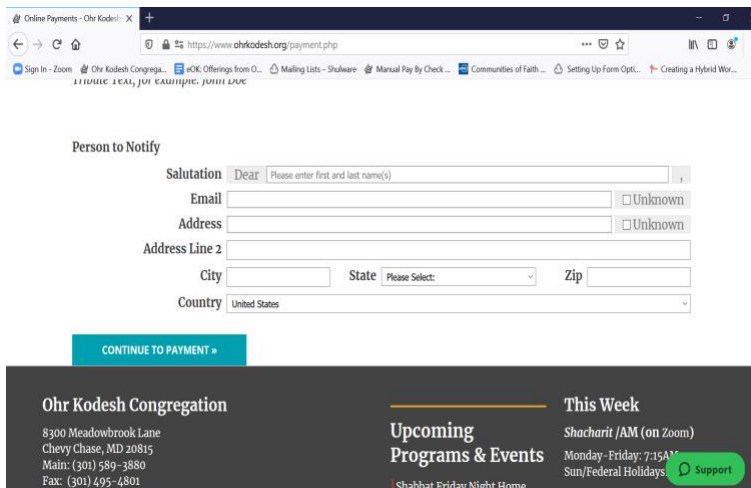
7. Enter **Donation Amount** on the Amount field.

8. Select what the donation is for from the “**Dedicate**” drop down list. Enter your **dedication text** on the text box.



The screenshot shows a web browser window with the URL <https://www.ohrkodesh.org/payment.php>. The page is titled "Online Payments - Ohr Kodesh". At the top, there is a "Pay this amount" dropdown set to "Once Now" and a "Payment Notes" text area. Below this is the "Dedicate" section, which features a dropdown menu. An orange arrow points to the dropdown menu, which is open and shows a list of options: "In Honor of", "Don't dedicate", "Congratulations to", "For the Speedy Recovery of", "In Appreciation of", "In Honor of", "In Memory of" (highlighted in blue), "In observance of the Yahrzeit of", "On Behalf of", "Other Dedication to", and "Speedy Recovery to". Below the dropdown are three text input fields: "Email", "Address", and "Address Line 2". Each field has a small "Unknown" checkbox to its right. A green "Support" button is located at the bottom right of the form area.

9. Enter the person’s information **whom you want to notify**. If you do not know the email address and/or mailing address, click the **unknown** box.



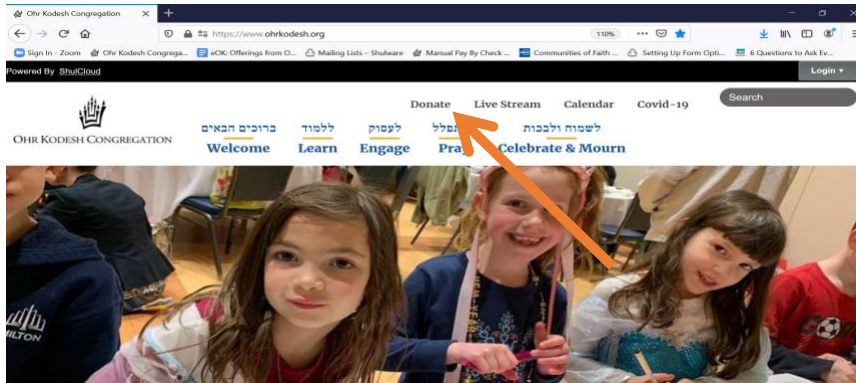
The screenshot shows the "Person to Notify" section of the payment page. It includes a "Salutation" dropdown menu with "Dear" selected and a text input field for the name. Below this are four text input fields: "Email", "Address", "Address Line 2", and "City". Each of these fields has a small "Unknown" checkbox to its right. To the right of the "City" field is a "State" dropdown menu with "Please Select:" and a "Zip" text input field. Below these is a "Country" dropdown menu with "United States" selected. A blue "CONTINUE TO PAYMENT" button is located below the form. At the bottom of the page, there is a dark grey footer with contact information for Ohr Kodesh Congregation, including the address (8300 Meadowbrook Lane, Chevy Chase, MD 20815), phone numbers (Main: (301) 589-3880, Fax: (301) 495-4801), and a section for "Upcoming Programs & Events" for "This Week" (Shacharit /AM (on Zoom) Monday-Friday: 7:15AM, Sun/Federal Holidays). A green "Support" button is also visible in the footer.

10. Click Continue to **Payment** button. [Click HERE on how to setup your payment method.](#)

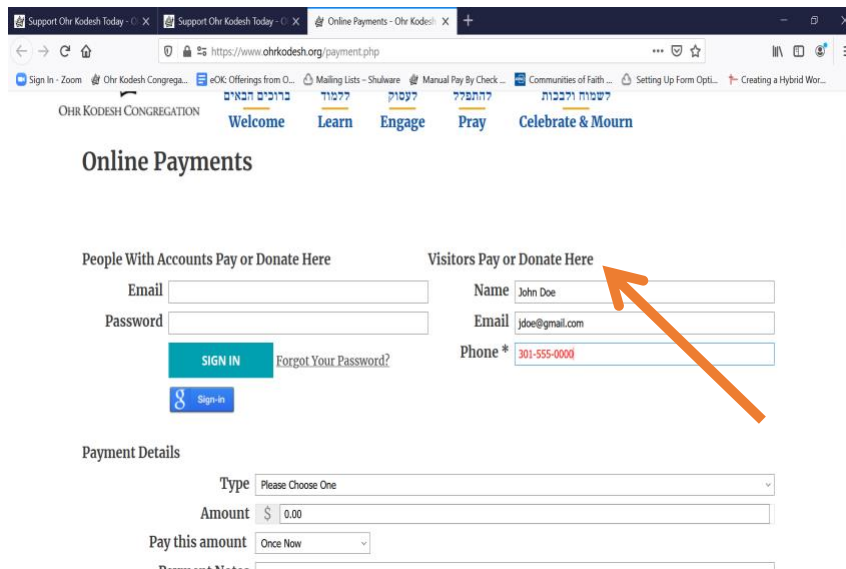
**For Assistance or Questions, please contact [Donations@OhrKodesh.org](mailto:Donations@OhrKodesh.org).**

# Non-Member Donation & Member Direct Payment: How to Make an Online Donation

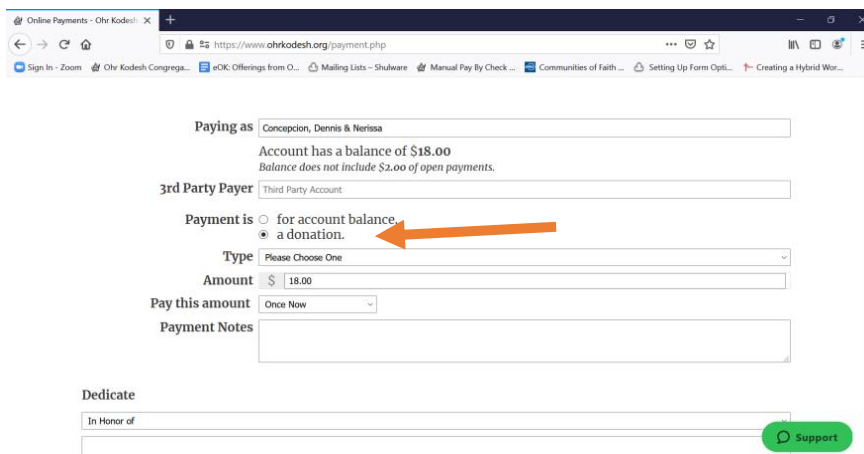
A. Click the “GIVE” link in the Top Header



B. Under **Visitor Pay** or **Donate Here**, enter all necessary information.



C. Under “Payment is”, select “Donation”.



- D. Select your **Payment Type** or **Type of Fund** where you want your donation to be allocated. Click [OKC Funds](#) for the complete list.

The screenshot shows the 'Online Payments - Ohr Kodesh' web page. The account balance is \$18.00. The 'Payment is' section has 'a donation.' selected. The 'Type' dropdown menu is open, showing a list of funds including 'General Fund', 'Alvin Brody Religious School', 'Annual Giving Circles', 'Cantorial Fund', 'Capital Building Fund/Project Dror', 'Chesed Fund', 'Chevra Kadisha Fund', 'Daniel and Clara Gordon Memorial Adult Ed Fund', 'Early Childhood Center Fund', 'General Fund', 'Hannah Burke Kiddush Fund', 'Israel Solidarity Committee Fund', 'Kol Nidre Pledge', 'Magazine Charitable Fund', 'Ohr Kodesh Endowment Fund', and 'Pulpit Fund'. An orange arrow points to the 'General Fund' option. The 'Dedicate' section is empty, and the 'Tribute Text' field contains 'John'. A green 'Support' button is visible at the bottom right.

- E. Enter **Donation Amount** on the Amount field.

- F. Select what the donation is for from the “**Dedicate**” drop down list. Enter your **dedication text** on the text box.

The screenshot shows the 'Online Payments - Ohr Kodesh' web page. The 'Pay this amount' dropdown is set to 'Once Now'. The 'Dedicate' dropdown menu is open, showing options like 'In Honor of', 'Don't dedicate', 'Congratulations to', 'For the Speedy Recovery of', 'In Appreciation of', 'In Honor of', 'In Memory of', 'In observance of the Yahrzeit of', 'On Behalf of', 'Other Dedication to', and 'Speedy Recovery to'. The 'In Memory of' option is selected, highlighted in blue. An orange arrow points to this option. Below the dropdown are fields for 'Email', 'Address', and 'Address Line 2', each with an 'Unknown' checkbox. A green 'Support' button is at the bottom right.

- G. Enter the person’s information **whom you want to notify**. If you do not know the email address and/or mailing address, click the **unknown box**.

The screenshot shows the 'Online Payments - Ohr Kodesh' web page. The 'Person to Notify' section includes fields for 'Salutation' (set to 'Dear'), 'Email', 'Address', 'Address Line 2', 'City', 'State' (set to 'Please Select'), 'Zip', and 'Country' (set to 'United States'). The 'Email' and 'Address' fields have 'Unknown' checkboxes. An orange arrow points to the 'Address' field's 'Unknown' checkbox. A blue 'CONTINUE TO PAYMENT' button is at the bottom left. The footer contains contact information for Ohr Kodesh Congregation and details for 'This Week' programs and events. A green 'Support' button is at the bottom right.

- H. Click Continue to **Payment** button.

For Assistance or Questions, please contact [Donations@OhrKodesh.org](mailto:Donations@OhrKodesh.org).