

**We invite you to our new
Church Management System,
Breeze.**



**With Breeze,
you can see & manage:**

- ◆ Personal & family information
- ◆ Giving history
- ◆ Online contributions
- ◆ Church events
- ◆ Online church directory with contact information, address & photos

Let's get started!

- ◆ We'll send you an email inviting you to create an account (username & password)
- ◆ Then you'll be set to use Breeze online in your browser or in the Breeze app

Online at: stmartin.breezechms.com

Username:

Password:

Text to give: 817-270-6880



Church online access



Membership



Giving



Events



**St. Martin-in-the-Fields
Episcopal Church
& School**



223 South Pearson Lane
Keller, TX 76248

stmartin.breezechms.com



Membership How do I...

View & edit my own information

- ◆ Click ★ My Profile
- ◆ Hover over the gray title box
- ◆ Click on “Click to Edit Section”
- ◆ Click the green “Save” button when done editing each section
- ◆ Edit your family members’ information, too

Make contact details private

- ◆ Click ★ My Profile
- ◆ Click the gray header over the “Contact” section
- ◆ Click “Show More Options” below any type of contact information
- ◆ Check “Make Private” & make any detailed selections
- ◆ Click the green “Save” button when done editing each section

Upload a photo

- ◆ Click ★ My Profile
- ◆ Click on the photo box
- ◆ Scroll & click on “Upload Image” & select a photo to upload (Landscape is best)
- ◆ Crop the photo
- ◆ Click the green “Set as Profile” button
- ◆ Repeat for each family member to add their photo



Giving How do I...

Give online

- ◆ On the top blue bar choose “\$ Give Now”
- ◆ Enter your contribution amount
- ◆ Choose your fund
- ◆ Enter your payment information
- ◆ Choose either “One Time Gift” or select the frequency that you would like to give
- ◆ Click “Donate Now”

See my giving history

- ◆ Click ★ My Profile
- ◆ On the left hand side, choose “Giving”

Text to give

- ◆ Text GIVE to 817-270-6880, or text an amount & a fund name (example: 50 pledge)
- ◆ Follow the instructions you receive in the text message reply
- ◆ Text COMMANDS to 817-270-6880 for other options



Events How do I...

See what’s going on - events

- ◆ On the top blue bar, choose “Events”
- ◆ The events load slowly, so be patient!
- ◆ When the calendar appears, click on an event title for more information



Mobile app

Download the mobile app at:

www.breezechms.com/mobile-app



Future

We may grow more with Breeze!

- ◆ Check in
- ◆ Forms
- ◆ Group communications



Get help

Breeze champions at our church are:

- ◆ **Anika Rinker** - weekdays in the office at 817-431-2396 or smartin@stmartininthefields.org
- ◆ **Susan Kleinwechter** - 817-319-1762 & susan.kleinwechter@stmartininthefields.org