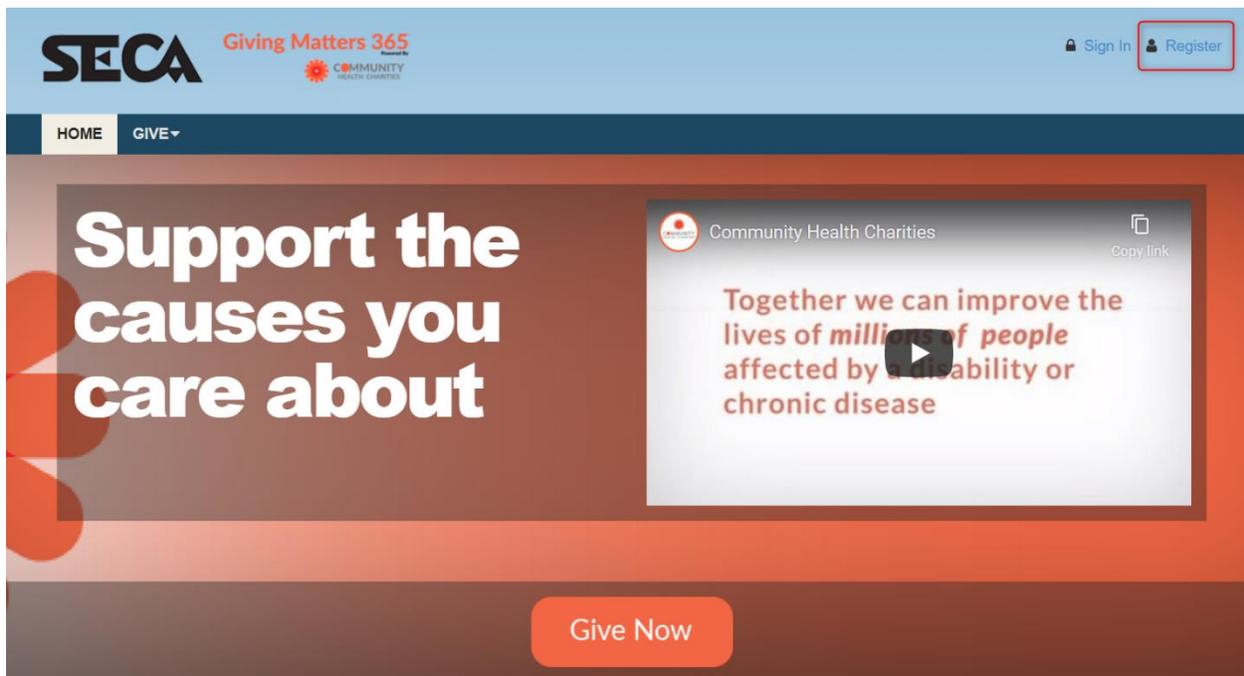


GivingMatters365 Login Process

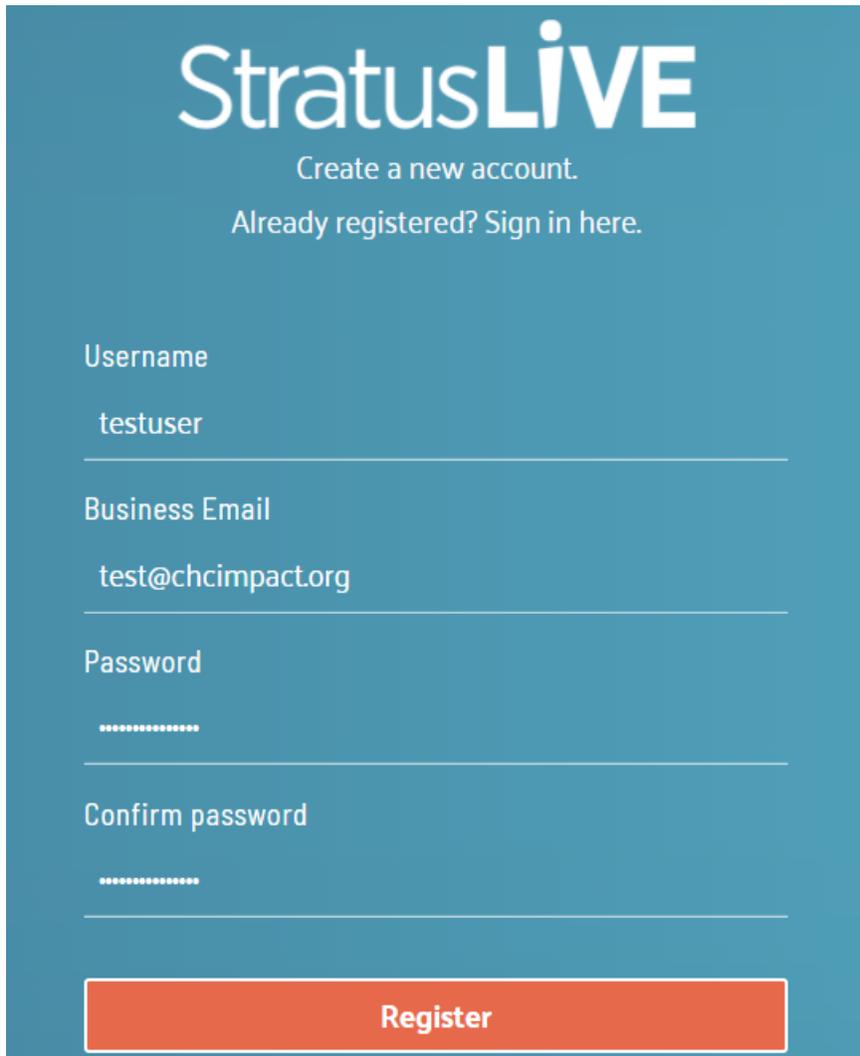
If you are using GivingMatters365 for the first time, you will need to create an account before logging in.

[Create your account](#)

From the home page of the GM365 site, click Sign In.



Enter the email address that you use for work, and a username and password of your choice.



The image shows a registration form for StratusLIVE. The form is set against a teal background. At the top, the logo 'StratusLIVE' is displayed in white, with 'LIVE' in a larger, bold font. Below the logo, the text 'Create a new account.' and 'Already registered? Sign in here.' are centered. The form contains four input fields: 'Username' with the value 'testuser', 'Business Email' with the value 'test@chcimpact.org', 'Password' with a masked value of ten dots, and 'Confirm password' with a masked value of ten dots. At the bottom of the form is a prominent orange button with the text 'Register' in white.

StratusLIVE
Create a new account.
Already registered? Sign in here.

Username
testuser

Business Email
test@chcimpact.org

Password
.....

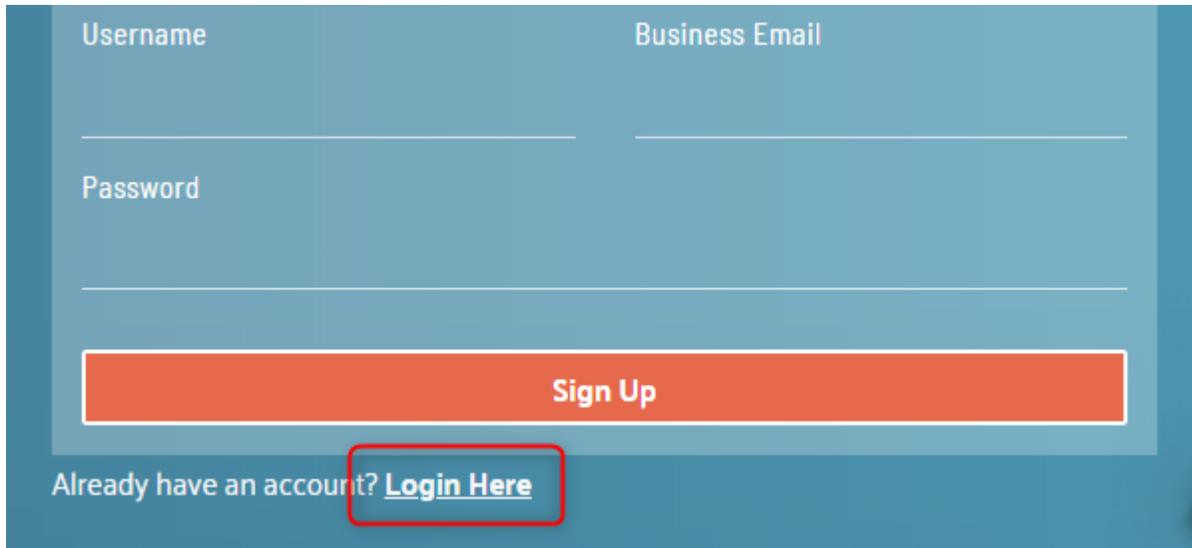
Confirm password
.....

Register

You will receive an email to the address provided so that you can verify your account. Once verified, go back to the GM365 site and log in.

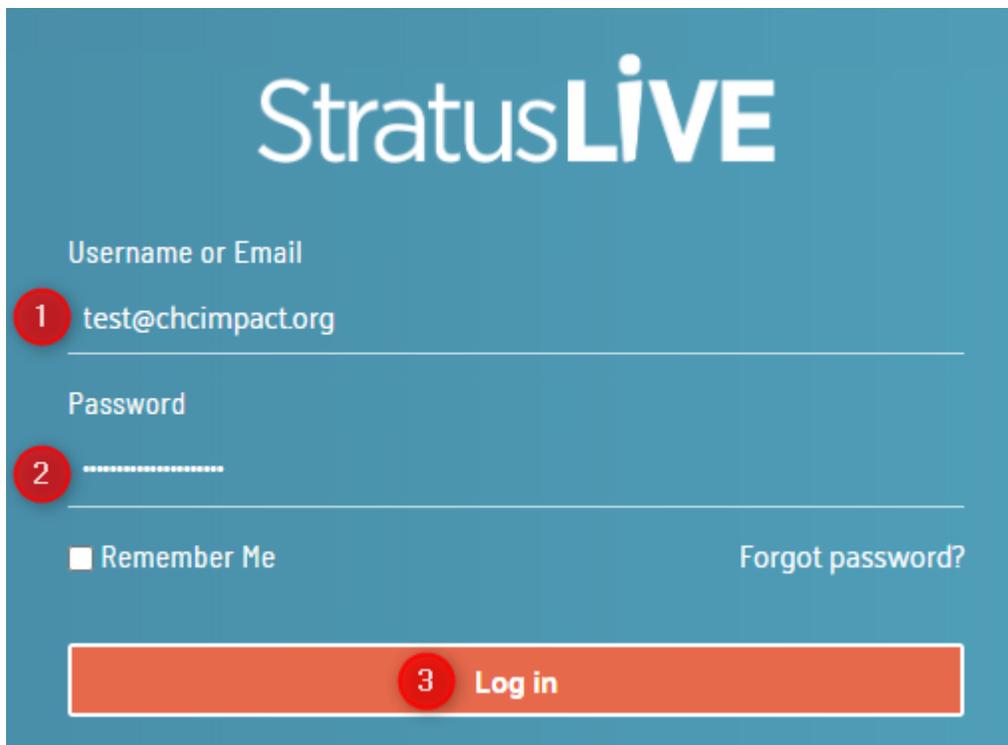
Log in with your account

From the home page of the GM365 site, click Sign In. Click Log In, below the Sign Up button.



A screenshot of a registration form on a blue background. The form has three input fields: 'Username' and 'Business Email' on the top line, and 'Password' on the second line. Below the fields is a large orange button labeled 'Sign Up'. At the bottom of the form, there is a link that says 'Already have an account? [Login Here](#)'. The 'Login Here' link is enclosed in a red rectangular box.

Enter your username or business email, and password, then click Log In.



A screenshot of the 'StratusLIVE' login page. The page has a blue background with the 'StratusLIVE' logo at the top. Below the logo are two input fields: 'Username or Email' and 'Password'. The first field contains the text 'test@chcimpact.org' and is marked with a red circle containing the number '1'. The second field contains a series of dots and is marked with a red circle containing the number '2'. Below the password field is a checkbox labeled 'Remember Me' and a link labeled 'Forgot password?'. At the bottom of the form is a large orange button labeled 'Log in', which is marked with a red circle containing the number '3'.

GivingMatters365 Employee Guide

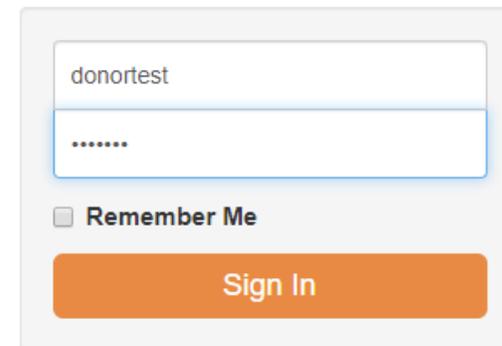
Sign In

- Click Sign In in the top-right corner of the page.
- If you don't know your password, click [Lost your Password?](#) To send an email that will allow you to reset it.

Log On

Please enter your username and password.

[Lost your Password?](#)



donortest

.....

Remember Me

Sign In

Start your gift

- Open the dropdown by clicking Give, then click Give Now.



The screenshot shows the SECA Giving Matters 365 website. The top navigation bar includes the SECA logo, the text "Giving Matters 365", and a "COMMUNITY HEALTH CHARITIES" logo. A user profile icon labeled "admin" is in the top right. Below the navigation bar, a "GIVE" dropdown menu is open, showing "Give Now" (highlighted in green) and "My Giving History".

Let's Make a Difference

A grid of logos for various charities is displayed, including:

- American Cancer Society
- American Heart Association
- American Stroke Association
- ABC America's Best Charities
- America's Charities
- BLACK UNITED FUND OF ILLINOIS
- COMMUNITY HEALTH CHARITIES
- COMMUNITY SHARES OF ILLINOIS
- EarthShare Illinois
- GLOBAL IMPACT
- Special Olympics Illinois
- UNCF
- LIVE UNITED United Way

Thank you for considering a gift through the annual SECA campaign.

By giving a little, you can help a lot. Your individual act of good combined with your fellow State and University employees makes a dramatic difference in providing support for those who need it most.

State and University active employees and retirees have participated in this program for years leading to countless charities receiving millions of dollars. We're asking you to join their efforts and continue Illinois's tradition of supporting our neighbors and helping our communities.

Thank you again for your careful and generous consideration of participating in the SECA campaign this year. As one Illinois we show that through giving a little, we help a lot.



The logo for the SECA State and University Employees Combined Appeal features a green heart with a white outline, containing a white dollar sign. The text "Give A Little" is written in a curved path above the heart, and "Help A Lot!" is written in a curved path below it. To the right of the heart, the text "SECA State and University Employees Combined Appeal" is displayed in bold, with "SECA" in a larger font. Below this, the dates "Sept. 25 - Nov. 20, 2019" are shown.

Set up your payment method

- Select the amount to be deducted per period.
- Select the number of pay periods.
- Click continue when done.

The screenshot shows a web form titled "Set up gift payments" with a progress indicator at the top showing "1 SELECT PAYMENT METHOD" as the active step. The form includes a dropdown menu for "Payroll" with a total of "\$120.00". Below this, a text box for "Per Pay Period Amount" is set to "\$ 5.00" (callout 1). A "Pay Periods" section has radio buttons for "One-Time Payment", "24" (selected), and "52" (callout 2). A "TOTAL:" label shows "\$120.00". A "Continue >" button is at the bottom right (callout 3). To the right of the form, a summary box shows "Your pledge so far:" with a total of "\$120.00". Below this, "Payment Methods:" lists a payroll deduction of "\$120.00" (\$5.00 x 24). "Designations:" shows a heart icon and "\$120.00" for "COMMUNITY HEALTH CHARITIES". A "CANCEL AND START OVER" button is also present.

Choose where to send your gift

- Drag the sliders or use the text boxes to set the amount for each designation.
- There are 3 featured charities by default.
- To view more charities, click the Local Charities button to bring up the Charity Picker.
- Click Continue when done.

The screenshot displays a user interface for designating a gift. The main heading is "Where do you want your gift to go?". Below this, a green bar indicates the "Total designated: \$120.00". The user is prompted to "Select your designation preference below." and is presented with three charities, each with a slider and a text input box for the amount:

Charity	Percentage	Amount
Every Kid Deserves	45%	\$ 54
Restore Her Heart	25%	\$ 30
Hero's Health	30%	\$ 36

At the bottom of the main section are buttons for "< Previous", "Find a Charity", and "Continue >".

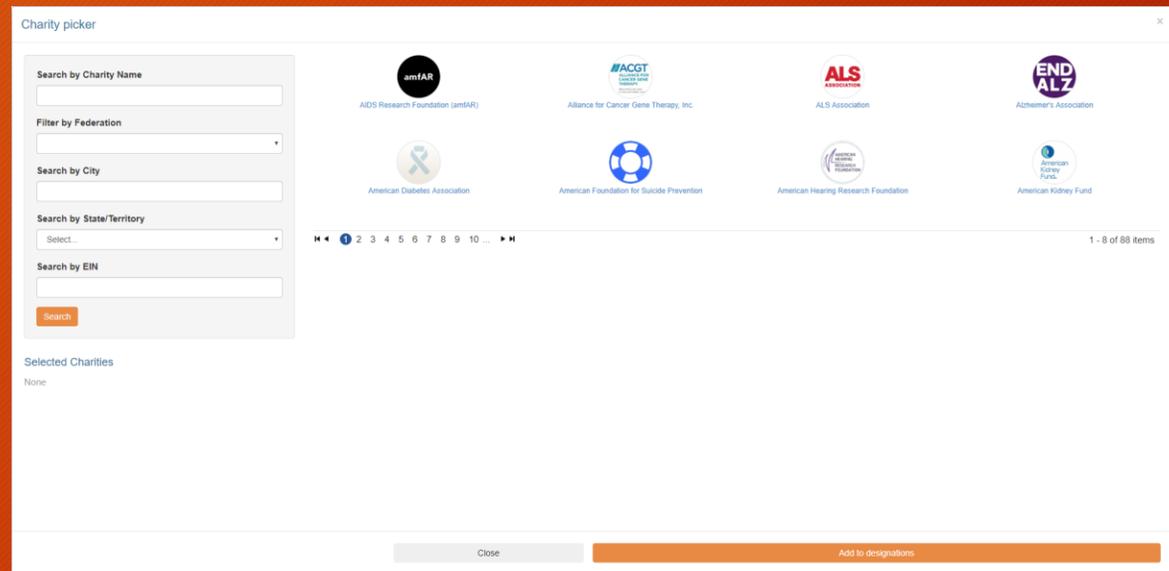
On the right side, a summary box titled "Your pledge so far:" shows a "TOTAL GIFT" of \$120.00. Under "Payment Methods:", a payroll deduction option is selected for \$120.00 (PAYROLL \$5.00 X 24). Under "Designations:", the breakdown is:

Charity	Amount
EVERY KID DESERVES	\$54.00
RESTORE HER HEART	\$30.00
HERO'S HEALTH	\$36.00

A "CANCEL AND START OVER" button is located at the bottom of the summary box.

The Charity Picker

- You can search for additional charities using the following:
 - Name
 - City
 - State
 - EIN
- Click on the charity that you want to give to, then click Add this charity.
- Repeat for as many charities as you'd like.
- When you're done, click Add to designations.



The screenshot shows a "Charity picker" window with the following elements:

- Search by Charity Name:** A text input field.
- Filter by Federation:** A dropdown menu.
- Search by City:** A text input field.
- Search by State/Territory:** A dropdown menu with "Select..." as the current value.
- Search by EIN:** A text input field.
- Search:** An orange button.
- Charity Grid:** A grid of eight charity logos with their names below them:
 - amfAR (AIDS Research Foundation)
 - ACGT (Alliance for Cancer Gene Therapy, Inc.)
 - ALS Association
 - END ALZ (Alzheimer's Association)
 - American Diabetes Association
 - American Foundation for Suicide Prevention
 - American Hearing Research Foundation
 - American Kidney Fund
- Navigation:** A pagination bar showing "1 - 8 of 88 items" and a "1" indicator.
- Selected Charities:** A section labeled "Selected Charities" with "None" listed below it.
- Buttons:** "Close" and "Add to designations" buttons at the bottom.

Contact Information Page

- Enter your contact information or correct any errors.
- Only the following fields are required. They should be filled in when the page loads:
 - First Name
 - Last Name
 - Email Address

The screenshot displays the 'Edit Profile' page. At the top, there are navigation tabs labeled 1, 2, 3 USER PROFILE, and 4. The page is titled 'Edit Profile' and is currently impersonating a 'Test Donor'. The page is divided into two main sections: 'Contacting' and 'Profile Information'. The 'Contacting' section includes a 'Preferred Email' field with the value 'informationtechnology@healthcharities.org'. The 'Profile Information' section includes fields for 'Prefix', 'First Name' (Test), 'Middle Name' (Enter Middle Name), 'Last Name' (Donor), 'Suffix' (Enter Suffix), 'Home Phone' (Enter Home Phone (xxx) xxx-xxxx), 'Work Phone' (Enter Work Phone (xxx) xxx-xxxx), and 'Cell Phone' (Enter Cell Phone (xxx) xxx-xxxx). On the right side, there is a summary of the user's pledge. It shows 'Your pledge so far:' with a total gift of '\$120.00'. Below this, it lists 'Payment Methods:' with a payroll deduction of '\$120.00' (PAYROLL \$5.00 x 24). Under 'Designations:', it shows a heart icon and '\$120.00' for 'COMMUNITY HEALTH CHARITIES'. At the bottom of the right section, there is a button labeled 'CANCEL AND START OVER'.

Review you gift

- If you choose to not share your name with your designated charities, your gift will be reported as anonymous donation.
- If do not wish to be contacted, you won't receive any communications from Community Health Charities.
- The email confirming your gift is unaffected by these options.

1 2 3 4 REVIEW GIFT

Review and complete gift

Please do not share my name with my designated charity

Please do not contact me

[← Previous](#) [Finish →](#)

Impersonating: Test Donor [Stop](#)

Your pledge so far:

\$120.00
TOTAL GIFT

Payment Methods:

\$ **\$120.00**
PAYROLL
\$5.00 x 24

Designations:

♥ **\$120.00**
COMMUNITY HEALTH CHARITIES

Thank You Page

- Make sure you keep your password and welcome email safe
- You will automatically be logged out after a short period of inactivity
- That's it! You're all done! Thank you for your generosity!

Thank You

On behalf of the SECA Advisory Board, thank you for your generous contribution. We appreciate you taking the time to give a little in order to help a lot.

If you need to make a change to your pledge, please reach out to your agency's ambassador or email seca@illinois.gov within 24 hours.

It's through State and University active employees and retirees like you that we can support our communities, our state, and our country.