## **Employee Giving Campaign**

From the campaign page to edit/delete a recurring donation click My Activity



## **My Activity**

15	Donations To Date					\$20 Donated To Date	
10 \$5 \$0 08:00	12:00 1	6:00 20:00	Sep 11	04:00 Highcharts.	Find the recurrin donation and click edit	\$20 ad This Campai	gn
y Recurri	ng Pledges					<u> </u>	
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On My Activity if you have a recurring scheduled then it will show under My Recurring Pledges.

#### **Make Donation**

Review your donation and either make adjustments or if you would like to delete it simply click the red button that says Delete This Schedule.



### **Deleting a recurring donation**

When you click the delete you will need to confirm to delete the donation. If you are sure click Delete.



# Confirmation

When a recurring donation is deleted you will receive this confimation.

Home My Details z Administration z Logout	EMPLOYEE         GIVING 2014         OCTOBER 6-17
Confirmation Success! Schedule deleted Employee Giving Campaign	
Summary       Donate       Activity         A Warning:       This website is in Testing mode. Donations and matching requests will not be processed.	
My Activity Donations To Date	\$20 Donated To Date