



How do I sign up for Elexio?

On the church website (greenwichpres.org), click on RESOURCES then ONLINE GIVING & DIRECTORY LOGIN. You will see a Sign In, like the one pictured to the left. If you have never signed in before, you will need to click ARE YOU NEW? CREATE AN ACCOUNT to receive a login and password before signing in. Once account is created, you will sign in with your email and password.

Follow these steps to receive your password:

1. Click on ARE YOU NEW? CREATE AN ACCOUNT
2. Enter your e-mail address.
3. You will be mailed a security code to the e-mail address provided. Enter the code and click NEXT STEP. *(This code is good for 15 minutes from the time the email was received through your email provider. If the code has expired please request a new account and you will receive a new Security Code.)*
4. Enter your name, first and last and create a secure password that you will remember. Click SETUP ACCOUNT.
5. Your account is set up. Click on GET STARTED and you will be directed to click on the Privacy Policy. Once you have read the policy, check the box and click OK. You will be directed to your information. You may not have immediate access to the church directory. The administrator will confirm your church status prior giving access to directory. You will have access to your personal information, online giving, church events and groups you are involved in.
6. If you forget your password or have any questions regarding your Elexio account, contact Joy Yates at joyyates@greenwichpres.org or 703.754.7933. Although we do not have access to passwords, they can be reset.