



Realm: Community Church's Online Database & Directory

What is Realm?

Realm is a secure online communication tool for members and regular attendees of Community Church. Realm has various features that include:

- Online church photo directory
- Your giving history and pledge information
- Communication tools to be in touch with groups and ministry teams

How can I get an invitation to join Realm?

If you're already in our database, you have likely already received an email invitation. (Check your Spam/Junk folder just in case!) If you're new to Community Church, or haven't received the invite, [email](#) the office. Once your basic information is in the database, you'll be emailed an invitation to join Realm and claim your church record.

Is Realm secure?

Yes. Realm uses bank-level encryption. Realm is part of ACS Technologies, which is the largest provider of church database software, serving over 40,000 clients.

Who can see my information?

Only members of Community Church who have been invited to join may log in. Once you are invited and log in, you may choose your own privacy settings. Your giving information is only visible to you, our bookkeeper, and authorized members of staff.

How do I update my information? How do I edit my privacy settings?

To change your information and privacy settings, log in to Realm at <https://onrealm.org/uccseb>, click your name at the top right-hand corner,

select "My Profile", then click "Edit Profile." To edit your privacy settings, click "Manage Privacy."

How do I view my giving information?

You may check your giving information at any time by logging into Realm, then clicking "Giving" on the left-hand side.

How do I access the church directory?

Realm is our online directory. The directory works for everyone who logs on, updates their contact information, and opts in to the directory by unlocking their privacy settings. Once you log into Realm, click "Directory" on the left-hand option menu. There you will find the contact information of all those who have logged in and opted in by updating their privacy settings.

Do I have to participate in the online church directory?

No, but it would be helpful if you did. Ultimately, you are in control of your privacy settings and you can choose what information to share. (Please note that church staff will always be able to see your information.) We are suggesting that you "unlock" and share your home address, phone number, and email address – in the same way you would if we had a printed directory.

What if I forget my password?

Go to onrealm.org. Click the blue "Forgot your password?" link. This link will take you through the process of creating a new password. Your username is the email address you used to create the account. If you get stuck, [email](#) the church office, or call 707.823.2484, for help.

What if I still have questions?

Contact Congregational Administrator, Joy Richards, at office@uccseb.org or 707.823.2484. You may also visit the [Realm online help page](#) or call Realm customer support at 1- 800-669-2509.