



## Breeze Church Management System Church Online Access

Login at: <https://pcuuc.breezechms.com/login>

- if you have already created an account, log in with your user name & password
- if you have not created an account, click on "Create Account" under Sign In

### **What Can I Do?**

With Breeze, you can see and manage:

- Personal & Family Information
- Giving History
- Online Church Directory



People

#### **Church Directory**

- On top blue bar, choose the 'People' tab
- Scroll through the list of People
- Or search for a person via the search on the left-hand side of the page

#### **Print a Church Directory:**

- Go to 'People'
- On the right-hand side, choose 'Export'
- Next for Format, choose 'Directory'
- Click the green 'Download' button

### **How do I... ?**

#### **View & Edit My Own Information**

- Click the ★ My Profile
- Hover over the gray title box
- Single click on 'Click to Edit Section'
- Click the green 'Save' button when done editing

#### **See My Giving History**

- Click the ★ My Profile
- On the left-hand side, choose 'Giving'

#### **Download the Breeze CHMS Mobile App from your app store**

or from [www.breezechms.com/mobile-app](http://www.breezechms.com/mobile-app)

Once downloaded, the church ID is PCUUC. You will be prompted to enter your user name & password – or to set one up, if you haven't already.

Check your giving and access the church directory right from your phone.