

Resetting Your Realm Password

- We're sorry to hear you're having issues getting into your Realm account.
- We hope this guide helps get you over this bump and into benefitting from Realm's many features.



THE PARISH OF THE
EPIPHANY

What is Realm?

Realm is a **web application**, accessible through your favorite web browser, helping churches manage their communities and finances.

Realm is **NOT the parish website** at 3crowns.org-- it is a fully separate product with its own data and a separate directory of parishioners.

Realm is a **different login** than the 3crowns website. The login may look the same—it's your email address— and you can make the password the same. But they are two different places, and can have different passwords.



Overview

You'll need to confirm your login email address

You'll need to access your email to click a link there

You'll want to set a good password and take steps to make sure you'll have it in the future

A photograph of a red door set in a stone wall. The door has a black keyhole and decorative ironwork. To the right of the door is a Gothic-style window with a diamond-patterned glass. The text "Confirming Your Realm Login" is overlaid in white, with a white brushstroke underline.

Confirming Your Realm Login

Please Confirm Your Realm Login

We tend to have many email addresses these days, for many of the contexts in our lives. And we change emails too, as we change jobs, Internet service providers, or email providers.

Epiphany has set up a unique Parishioner Profile in Realm for you, and links it to data in Realm such as your pledging and giving history. That entry was tied to a specific login email address, either during the 2021 ACS to Realm conversion, or through the Invite process.

Reusing the same login ensures continuity of your data. So it's helpful if you can continue to login with the same.

If in the following process you discover the login email address in Realm for you is an email to which you no longer have access, please contact stewardship@3crowns.org and we will help update your Realm Profile to a better email.

Confirming Your Login: Step 1

Open

Your favorite web browser

Browse

To "onrealm.org/ParishTheEpipha/"

Click

On the blue "Sign In" text at the bottom



Give Online

Sign Up

Sign In



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Confirming Your Login: Step 2

Enter

Your best guess as to your login email address

Enter

Anything (at least eight characters) for the password

Click

On the blue "Sign In" button



← Sign In

Email Address

bill_brickman@gmail.com

Password

.....

Sign In

[Forgot your password?](#)

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Confirming Your Login: Step 3a

Look

For a message starting
"Your password does not match our records."

Note

The email address you just used:
it is your confirmed login email

Go

Onto the slide section "Resetting Your
Password" below

Your password does not match our records. Please try again or reset your password. ✕



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Sign Up

Sign In



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Confirming Your Login: Step 3b

Look

For a message starting
"There is no account with this email address"

Click

On the blue "Sign In" text again

Go

Back to Step 2, unless you've tried every email

Email

stewardship@3crowns.org from your desired login email
if every email you try gives the same message above

There is no account with this email address. Please double-check and try again
or register for an account. ×



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Sign In



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Resetting Your Password

Resetting Your Password: Step 1

Browse

Back to "onrealm.org/ParishTheEpipha/" again

Click

On the blue "Sign In" text again

Click

On the blue "Forgot your password?" text at the bottom (ignore other fields)



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← **Sign In**

Email Address

Password

Sign In

[Forgot your password?](#)

**Just
Click**

Resetting Your Password: Step 2

Enter

Your confirmed login email address you noted in Step 3a above

Click

On the blue "Send Reset Instructions" button

Check

That email's inbox for an email with instructions

The screenshot shows the Realm 'Reset Password' interface. At the top is the Realm logo. Below it is a back arrow and the title 'Reset Password'. The instructions read: 'Enter your account email, and we'll send you instructions to reset your password.' There is an 'Email Address' input field containing 'bill_brickman@mac.com'. A blue button labeled 'Send Reset Instructions' is positioned below the input field. At the bottom of the form is a link that says 'Oh wait, I remember it now! Sign In'. Annotations include a blue box 'Enter Confirmed Email' with an arrow pointing to the email input field, and another blue box 'Then Click' with an arrow pointing to the 'Send Reset Instructions' button.

Resetting Your Password: Step 3

Wait

For an automated email from the Realm Team

Check

Your spam folder in case hidden there

Contact

The support group stewardship@3crowns.org if no email received and more than a day passed



Your request has been received.

Once your request is approved, we'll send you an email to complete your account.

[Go back to the home page](#)

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Resetting Your Password: Step 4

Wait

For an automated email from the Realm Team

Check

Your spam folder in case it's hidden there

Click

The link in the email that starts with
"https://onrealm.org/SetPassword?site=ParishTheEpipha"

RT

Realm Team

To recover your Realm password...

To: William Samuel Merrill Brickman,

Reply-To: Realm Team



To recover your Realm password...

Please click the link below to recover your Realm password.

https://onrealm.org/SetPassword?site=ParishTheEpipha&user=bill_brickman%40mac.com&token=06CaJV_1771i-qn&n=0

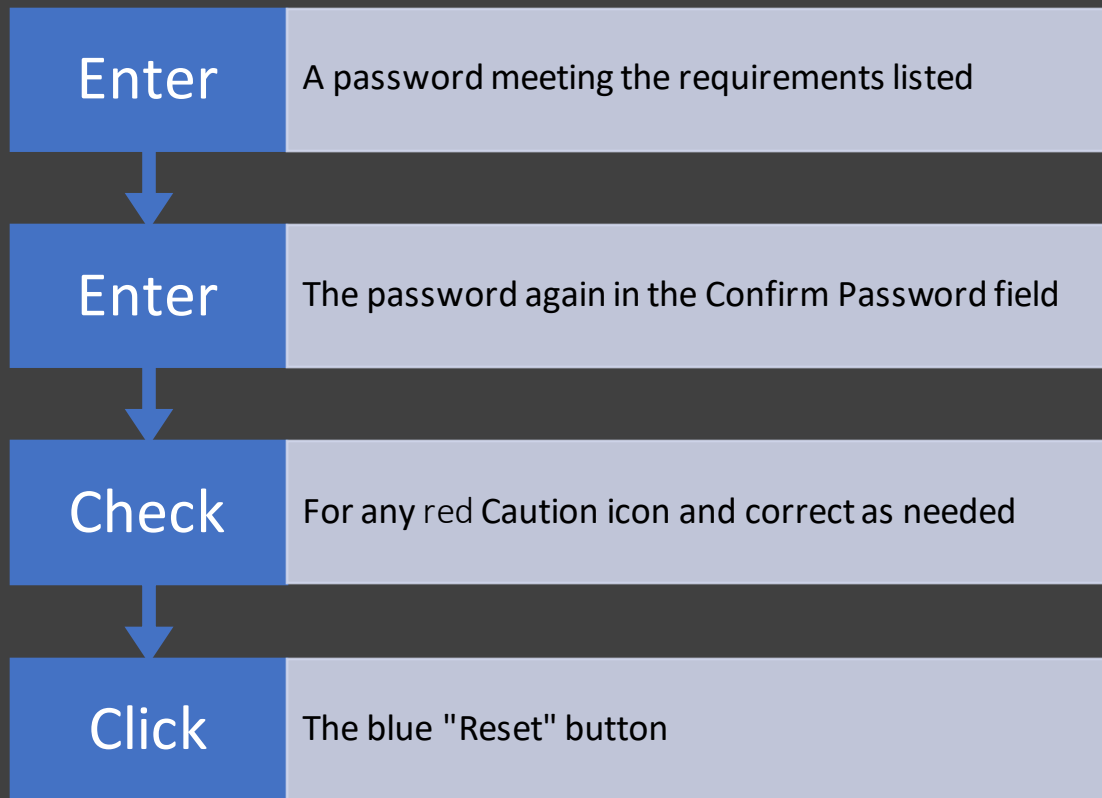
For your protection, this link will expire in 24 hours.

Sincerely,
The Realm Team

This message was sent to bill_brickman@mac.com by ACS Technologies on behalf of this organization.

Note: You can repeat Steps 1-3 again safely up to five times.
Contact stewardship@3crowns.org if nothing after a day.

Resetting Your Password: Step 5



realm

Reset

Please enter a new password below.

New Password (8 character min)

Confirm Password

Reset

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Your password must have:

- At least 8 characters
- A mix of uppercase/lowercase letters, numbers and symbols

For your security, avoid:

- Repeating characters
- Sequences (abc, cba, 123, or 321)
- Any part of your email address

[Why?](#)

Note: consider using a password management tool like LastPass to generate this password string and store it.

Resetting Your Password: Step 6

Try

Logging in again on the *Sign In* form provided

Enter

The password again in the Password field

Click

The blue "Sign In" button

Review

The password change notification email sent by Realm

Bon
Voyage

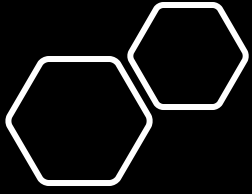
Sign In



The screenshot shows the Realm Sign In page. At the top is the Realm logo, which consists of a blue cloud with a yellow star above the word "realm" in blue lowercase letters. Below the logo is the heading "Sign In". There are two input fields: "Email Address" containing "bill_brickman@mac.com" and "Password" containing a series of dots. Both fields have a small icon on the right side. Below the password field is a blue "Sign In" button. Underneath the button is a link that says "Forgot your password?".

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For Further Help

- Check out the <http://3crowns.org/online-giving> web page for further help and guides like this one
- Contact Stewardship by email at stewardship@3crowns.org, for any help with Realm, especially for tasks during Stewardship Season

