

Realm: Introduction on Use and Features

Church Metrics Committee
2023 version





Find Realm on the Church's Website

St. Paul Lutheran Church

HOME ABOUT OUR CHURCH SERVICE VIDEOS SERMONS EVENTS CONTACT US GIVE
ONLINE COMMUNITY ANNOUNCEMENTS ST. PAUL YOUTUBE MISSIONS

Welcome!

We're glad you're here! Since 1891, people have gathered in Austin, Texas at St. Paul around the purely preached Gospel and rightly administered sacraments.

JOIN US

OUR
HISTORY

WHAT WE
BELIEVE

HISTORIC
LITURGY



Register For an Account

A screenshot of a web browser displaying the registration page for the St. Paul Lutheran Church Online Community. The browser's address bar shows the URL "https://stplu.org/realm/". The page has a blue header with the church's name and navigation links. The main content area is white and features a "Welcome to the St. Paul Online Community" message. Below the welcome message, there are links for "Sign In" and a registration prompt: "Need to register? Enter your email address below." A text input field with the placeholder "Enter Your Email Address" is highlighted with a red hand-drawn circle. To the right of the input field is a blue button labeled "SIGN UP FOR REALM". At the bottom of the page, there are sections for "Recent Sermons", "Latest News", and "Upcoming Events". The Windows taskbar is visible at the very bottom of the screenshot, showing the date as November 13, 2022, and the time as 10:08 PM.






Creating an Account or Signing in with an Existing Account

- **Register New Accounts:**
 - Enter information & create a password
 - Confirm password
 - Check “I’m not a robot”
 - Click on Register to **Request Account**
- **Existing Account:**
 - Click on “**Sign In**”
 - You can now use your Google or Apple ID to log into Realm and set up 2-step verification.
 - You can also continue to use your current login credentials.




Request for New Account


- Receive approval email
- Click on link in email

 **St Paul Lutheran Church** <notifications@onrealmmail.org> Thu, Feb 16 at 2:32 PM  

To: dcpdll-realmtest4@yahoo.com

[Sign In](#)



Powered By 

St Paul Lutheran Church: Account Request Approved

Hi Realm,

Your request has been approved!

Please use the link below to complete your registration and sign in.

[Link](#)

Please update your information.

Please check your profile (and those of your family) - Click on Edit Profile (Contact Information and



Open Profile

- Click on your name in right hand corner
- Click on “My Profile”

The screenshot displays the St Paul Lutheran Church Connect website interface. The top navigation bar is teal and contains the logo, a search bar, and the user's name 'C' followed by a question mark icon, 'RT', and 'Realm'. A red circle highlights the user's name and the question mark icon. A blue arrow points from the user's name to a dropdown menu that is open, showing the following options: 'My Profile', 'ACCOUNT SETTINGS', 'My Account', 'Privacy', 'Payment Methods', 'Notifications', and 'Sign Out'. Below the navigation bar, the main content area features a sidebar with icons for News, Communications, Events, Giving, Groups, Serving, and Directory. The main content area displays a news item for 'Christmas Eve Service @ 2:00 pm 12/24' on Thursday, December 24, with a registration status of 'REGISTRATION CLOSED'. The date 'DEC 24' is shown in a small box to the left of the event title.



Edit a Profile

- Click on “Edit Profile” to update your information

A screenshot of a web application interface for a church. The page is titled "Profile" and is for a user named "Realm Test" with initials "RT". The "Edit Profile" button is circled in red. The page shows contact information, personal information, and group membership.

St Paul Lutheran Church Connect Profile

RT Realm Test

[Edit Profile](#) [Manage Privacy](#)

+ Add family

Contact Information

Email	dcpdll-RealmTest4@yahoo.com
Mobile	(512) 555-1891

Personal Information

Birth Date	January 1st, 2000
------------	-------------------

Groups

Member Of	Elder Group - Prehar, St Paul Lutheran Church
-----------	---



Edit Your Profile

- Review & update “Contact Information”
- Review & update “Personal Information”
- When complete, click “Save”

A screenshot of a web application interface for editing a profile. The page title is "Edit Realm Test". There are two tabs: "Contact Information" and "Personal Information". The "Save" button is circled in red. The form contains the following fields:

- Full Name *
- Title (i) [dropdown]
- First Name * [text: Realm]
- Middle Name [text:]
- Last Name * [text: Test]
- Preferred Name [text:]
- Suffix (i) [dropdown]

Below the name fields is the "ADDRESS" section with a "Home" label and a text input field. Below the address field, it says "190 characters remaining" and "+ Add address". At the bottom, the "PHONES" section is partially visible.



Manage Privacy Settings

- Click on “Manage Privacy”

A screenshot of the 'St Paul Lutheran Church Connect' website. The page is titled 'Profile' and shows the profile of 'Realm Test'. The user's name 'RT Realm Test' is displayed next to a circular profile picture with the initials 'RT'. Below the name are two buttons: 'Edit Profile' and 'Manage Privacy'. The 'Manage Privacy' button is circled in red. To the right of the profile information is a '+ Add family' button. Below the profile information are sections for 'Contact Information' and 'Personal Information'. The 'Contact Information' section shows an email address 'dcpdll-RealmTest4@yahoo.com' and a mobile number '(512) 555-1891'. The 'Personal Information' section shows a birth date of 'January 1st, 2000'. On the left side of the page, there is a navigation menu with icons for News, Communications, Events, Giving, Groups, Serving, and Directory. The top of the page has a teal header with the church logo, a search bar, and a user menu showing 'RT Realm'.



Establish Privacy Settings

- Now set your preferred access.
- Hit “Save”

Privacy

Tell us what's ok to share with the church. Also, group meeting hosts' contact info may be visible, regardless.

Realm

Your contact and personal information can be seen by users with permission to view profiles and:

- Anyone in the church
- Leaders & group/serving team members
- Leaders **i**
- Users with permission only
- Custom Privacy
Choose different privacy levels for specific contact fields and personal information. Note that this information is always visible to users with permission to view profiles.

Cancel Save



Upload Photo Image

- Click on circle next to your name
- Download photo from your computer
- Crop photo as needed
- When completed click “Save”

St Paul Lutheran Church Connect Profile

News
Communications
Events
Giving
Groups
Serving
Directory

RT Realm Test

Edit Profile Manage Privacy

Contact Information
Email dcpdl-RealmTest4@yahoo.com
Mobile (512) 555-1891

Personal Information
Birth Date January 1st, 2000

+ Add family



Review your Giving

- Click on “Giving” on lefthand menu



The screenshot shows the 'Profile' page for 'Realm Test' on the St Paul Lutheran Church Connect website. The left-hand menu includes options for News, Communications, Events, Giving, Groups, Serving, and Directory. The main content area displays the user's profile with a circular avatar containing 'RT', the name 'Realm Test', and buttons for 'Edit Profile' and 'Manage Privacy'. Below the profile are sections for 'Contact Information' (Email: dcpdll-RealmTest4@yahoo.com, Mobile: (512) 555-1891), 'Personal Information' (Birth Date: January 1st, 2000), and 'Groups'. A '+ Add family' button is also visible on the right side of the profile section.



Review Your Giving

- Default time frame is “Year to Date”
- If you need, then you can change the date range

A screenshot of the 'St Paul Lutheran Church Connect' web application. The page is titled 'Giving'. On the left is a navigation menu with items: News, Communications, Events, Giving, Groups, Volunteering, Directory, and Pathways. The main content area has a filter bar with a funnel icon, a printer icon, and buttons for 'Reset Filters', 'Year to date', and 'Nondeductible'. A red circle highlights the 'Reset Filters' button. Below the filter bar is a large white box with a heart icon held by two hands, and a message: 'There is no giving history for the selected filters. Individual gifts to your church appear here. You can review and print them as receipts at any time.' On the right side, there is a '2022 Contribution Statement' section with a 'GIVING NUMBER' field containing the text 'None'.

St Paul Lutheran Church Connect

Giving

Reset Filters Year to date Nondeductible

2022 Contribution Statement

GIVING NUMBER

None

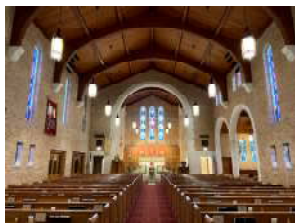
There is no giving history for the selected filters.
Individual gifts to your church appear here. You can review and print them as receipts at any time.



Finding your Elder

From your “Profile” page click on your Elder Group (identified with the last name of your Elder).

The screenshot displays the 'Profile' page for 'St Paul Lutheran Church Connect'. The user is identified as 'Realm Test' with a profile picture showing the initials 'RT'. The page includes a navigation menu on the left with options: News, Communications, Events, Giving, Groups, Serving, and Directory. The main content area is divided into sections: 'Contact Information' (Email: dcpdll-RealmTest4@yahoo.com, Mobile: (512) 555-1891), 'Personal Information' (Birth Date: January 1st, 2000), and 'Groups'. A blue arrow points to the 'Groups' section, which shows the user is a member of the 'Elder Group' within 'St Paul Lutheran Church'. There are also buttons for 'Edit Profile' and 'Manage Privacy', and a '+ Add family' button on the right.



Finding Church Groups

- (1) From your “Profile”, click on your current Groups
- (2) From your “Profile,” click on Groups in lefthand menu to find other Groups

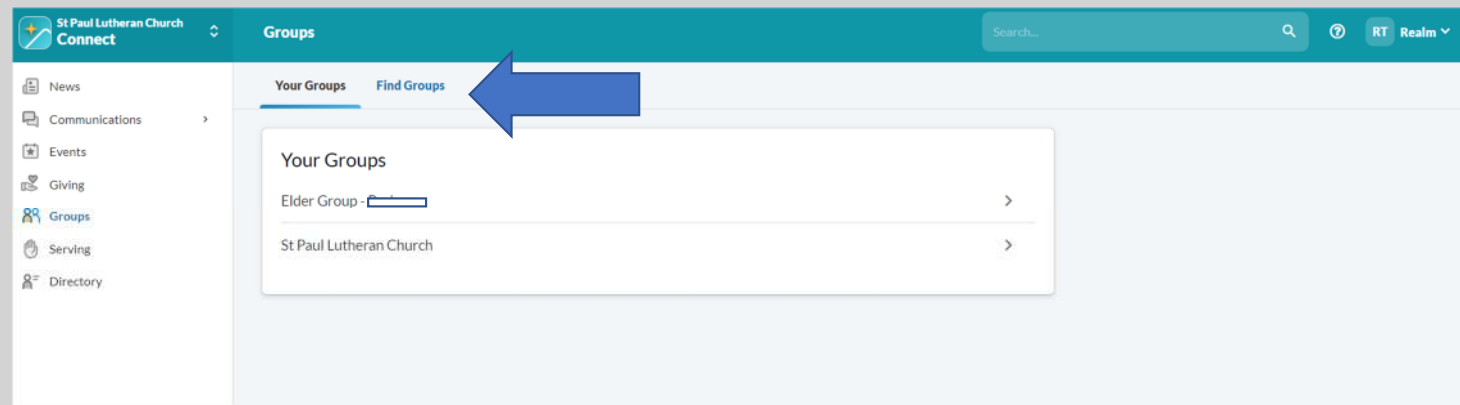
The screenshot displays the 'Profile' page for 'RT Realm Test' on the 'St Paul Lutheran Church Connect' platform. The page is divided into a left-hand navigation menu and a main content area. The navigation menu includes options for News, Communications, Events, Giving, Groups, Serving, and Directory. The main content area shows the user's profile with a circular avatar containing 'RT' and the name 'Realm Test'. Below the profile name are buttons for 'Edit Profile' and 'Manage Privacy'. The profile is organized into sections: 'Contact Information' (Email: dcpdll-RealmTest4@yahoo.com, Mobile: (512) 555-1891), 'Personal Information' (Birth Date: January 1st, 2000), and 'Groups' (Member Of: Elder Group - Prehar, St Paul Lutheran Church). A '+ Add family' button is also visible on the right side of the profile.



Finding Church Groups

From the
“Groups” page:

- Click on Group if listed (your current groups), OR
- Click “Find Groups”





Access the Church “Directory”

- From leftside menu of “Profile,” click on Directory

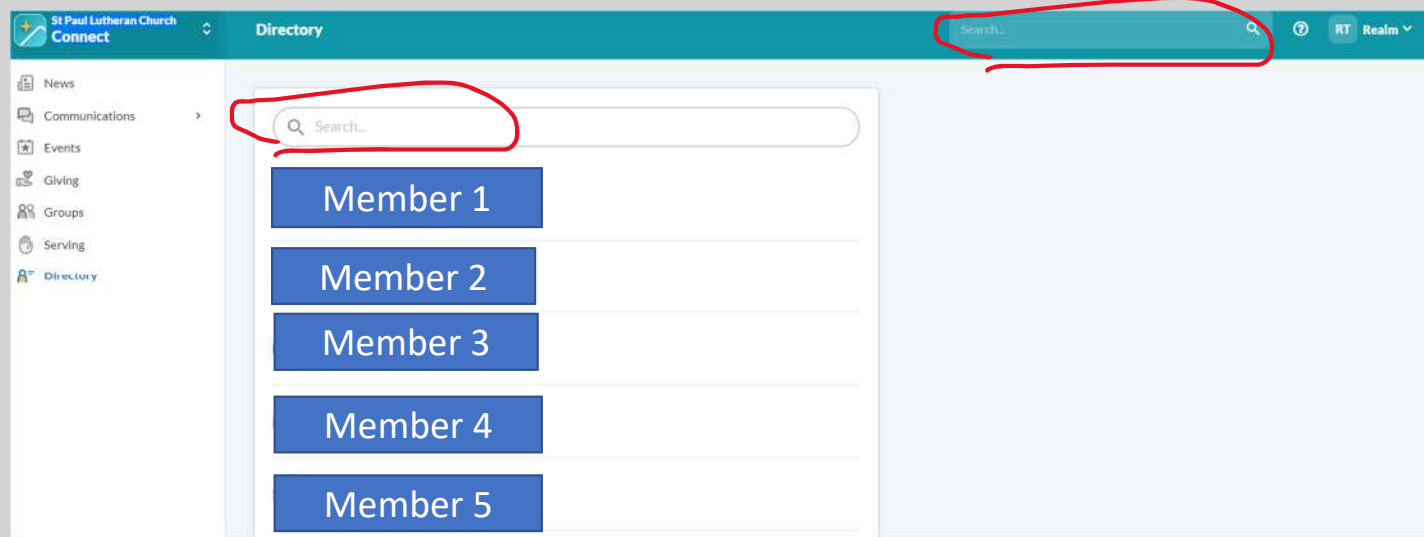


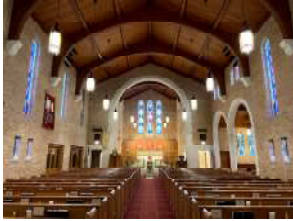
A screenshot of a mobile application interface for 'ST Paul Lutheran Church Connect'. The page is titled 'Profile'. On the left is a vertical menu with icons and labels: News, Communications, Events, Giving, Groups, Serving, and Directory. A blue arrow points to the 'Directory' item. The main content area shows a profile for 'RT Realm Test'. It includes a circular profile picture with 'RT' on it, and two buttons: 'Edit Profile' and 'Manage Privacy'. Below this are three sections: 'Contact Information' (Email: dcpdli-RealmTest4@yahoo.com, Mobile: (512) 555-1891), 'Personal Information' (Birth Date: January 1st, 2000), and 'Groups'. A '+ Add family' button is visible on the right side of the profile area.



Search the Church “Directory”

- Scroll through the names OR
- Use the “Search bar” and enter a full or partial name





Realm Connect

If you haven't already, you can download the **Realm Connect** mobile app to stay connected with your community.

- AppStore
- Google Play