

GiveCentral Donor Login Guide

Using the One Time Code

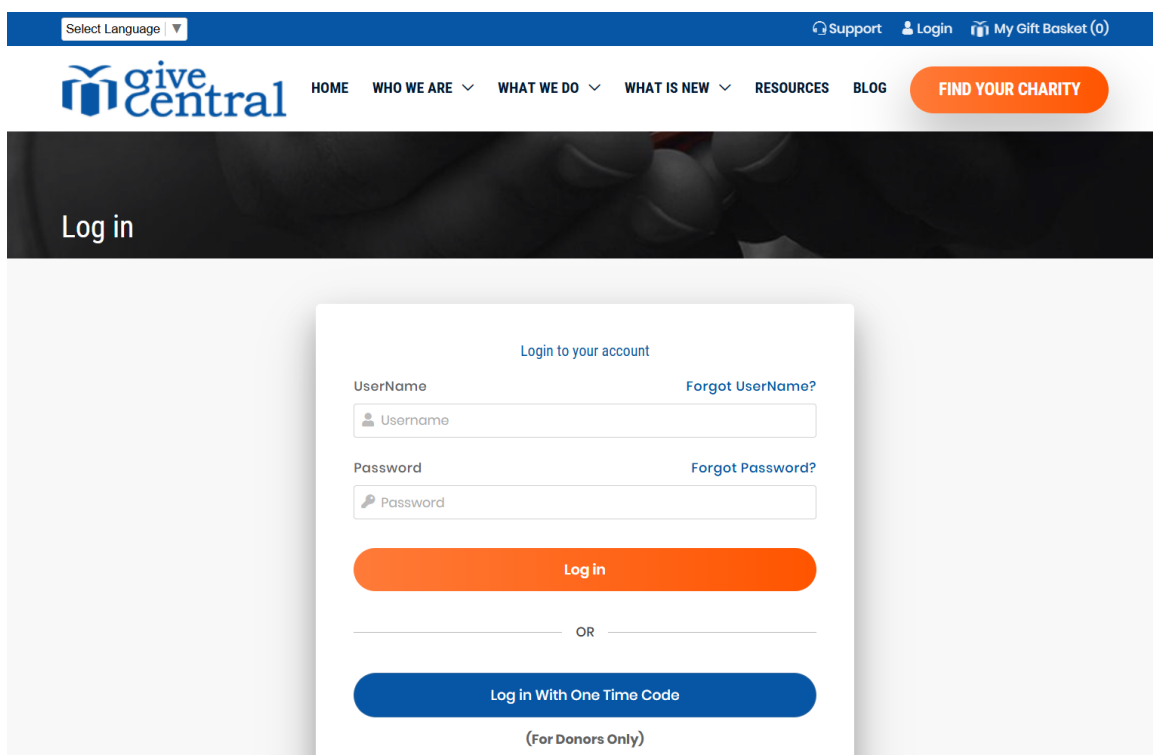
Purpose

If you already have a GiveCentral donor account but do not remember your username or password, you can use the **“Log in with One Time Code (For Donors Only)”** option to securely access your account.

This option can also help if you have accidentally created multiple accounts using the same email address. GiveCentral can identify the profiles associated with that email and provide an option to merge them.

Step 1: Go to the GiveCentral Login Page

Visit the GiveCentral login page. On the login screen, locate **Log in with One Time Code (For Donors Only)**, then click the blue **“Log in with One Time Code”** button.



Look for the blue one-time-code login option beneath the standard username and password fields.

Step 2: Enter Your Email Address

After selecting **“Log in with One Time Code (For Donors Only)”**, you will be taken to the One Time-code login screen.

Enter the email address associated with your GiveCentral donor account in the **Email Id** field. Then click **Send Verification Code**.

Login With One Time Code

Enter your Email Id here to receive a Varification Code.

Email Id

Send Verification Code

OR

Log in With Username

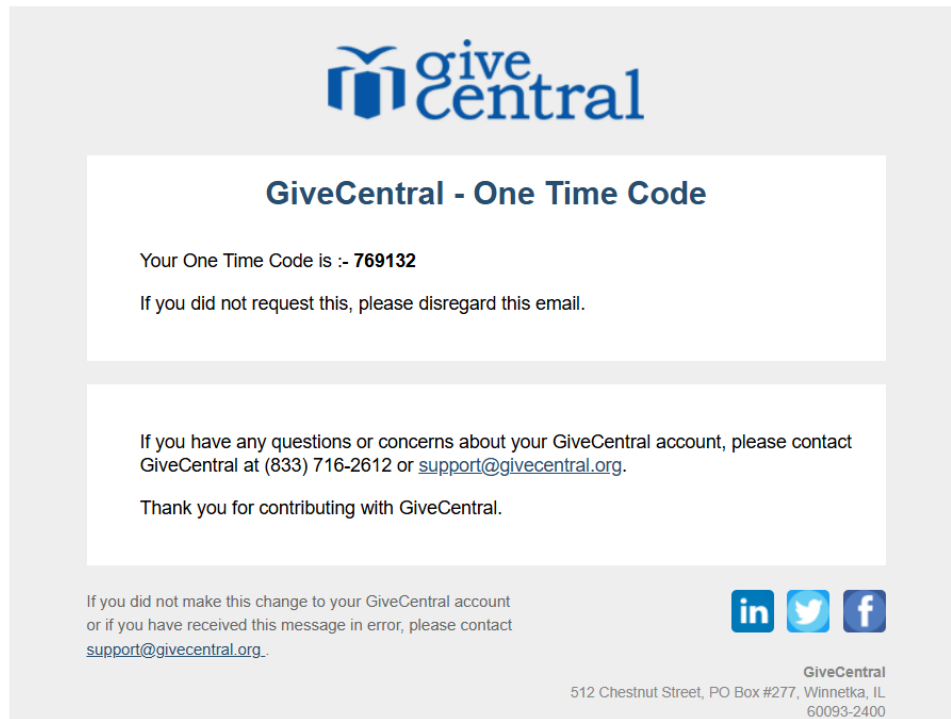
Don't have an account yet ? [Register today](#)

Enter your email address, then select "Send Verification Code."

Step 3: Check Your Email for the Verification Code

After clicking “**Send Verification Code**,” check the inbox of the email address you entered. You will receive an email containing a One-Time code.

Copy the code from the email and return to the GiveCentral login screen.



The GiveCentral email displays your One Time Code near the top of the message.

Step 4: Enter the One-Time Code

Enter the One-Time code you received by email on the GiveCentral login screen, then submit the code to continue.

Once the code is successfully verified, GiveCentral will identify the donor account(s) associated with that email address.

Step 5: If You Have Multiple Donor Profiles

If you have multiple GiveCentral donor profiles associated with the same email address, GiveCentral will display the **Merge Donor Profiles** page.

Your available profile IDs will be listed. Review the profiles and select the account you want to keep as your primary account under **Make Primary**. Then click **Merge Profile**.

The other profiles will be merged into the selected primary profile, consolidating the information and giving history associated with those accounts.

Merge Donor Profiles

We've identified multiple profiles associated with your email address. To simplify your giving experience, we kindly request your assistance in selecting one account to be designated as the primary. We will merge all other accounts along with the giving history into the chosen primary account. This consolidation will enhance the manageability of your giving moving forward.

Please review the listed accounts below and select the account you'd like to keep as your primary:

Profile ID	Name	Email	Active Giving	Make Primary
bikramsaha@nuclaysolutions.com	Bikram Saha	bikramsaha@nuclaysolutions.com	givecentral location-test (Normal event)	☒
BSahal2345678	Bikram Saha	bikramsaha@nuclaysolutions.com	None	☐
BSahal23456789	Bikram Saha	bikramsaha@nuclaysolutions.com	None	☐
BSahal2345678910	Bikram Saha	bikramsaha@nuclaysolutions.com	None	☐

Merge Profile

Select the profile to keep under "Make Primary," then choose "Merge Profile."

If You Have Only One Donor Profile

If your email address is associated with only one GiveCentral donor profile, you will be logged directly into your existing account after successfully entering the One Time code.

You do not need to create a new account simply because you do not remember your existing login credentials.

Why Use the One-Time Code Option?

Using “**Log in with One Time Code (For Donors Only)**” can help you:

- Access your existing donor account without remembering your username or password.
- Avoid accidentally creating a duplicate donor profile.
- Identify multiple donor profiles associated with the same email address.
- Merge duplicate profiles into one primary account when prompted.
- Keep your donor information and transaction history consolidated in one account.

Tip: Use the same email address that is already associated with your GiveCentral donor account.