

Step 1: User selects "Add Card On File" from one of the following locations:

My Info Tab:

MY INFO

Kirsten Primozic

555-555-0111

Bidder: 0

ID:

Business Address: 7

Ticket

Edit

Gold Dinner Ticket

who would you like to sit with?

just testing for delete

just testing

testing adding a question to a ticket type post purchase

1

delete

Raffle Details

#162 New Raffle

4

For questions about items, item redemption, donations or payment, please contact the organization directly.

Add Card On File

Item Description Page:

Golf foursome

\$110

current bid

2 Bids

Credit card required to bid.

Additional payment options may be available at checkout.

☆ Watch This Item

Self Check-in:

Check In

Stephanie Hann

Confirm Info

Add Card

Complete

Please add a card to expedite your checkout process.

[Add New Card](#)[Complete Check In](#)

SMS/Email 'Credit Card' Campaign Link:

Add Campaign Links





Include links in your message to direct users to specific areas of your auction site.

Simply select a link below then click "Add" to drop a link into your message. Please note these links will count toward the allotted character count per message.

✓ Select a link...
Donate Link
Event Homepage Link
Instant Link
Items Link
Live Link
My Info Link
No Bids Link
Pay Link
Vote Link
Credit Card Link
Raffle Link

[Add](#)[Cancel](#)

Step 2: User enters their credit card information:



Card Number Visa, MC, Disc, Amex

Expiration

MM

YYYY

Security Code

3 or 4 digits

NAME

Amanda

Ayres

Country

United States

Street Address required

17502 Bay Skipper Dr, Unit A

City required

Pflugerville

State

TX

Zip

78660

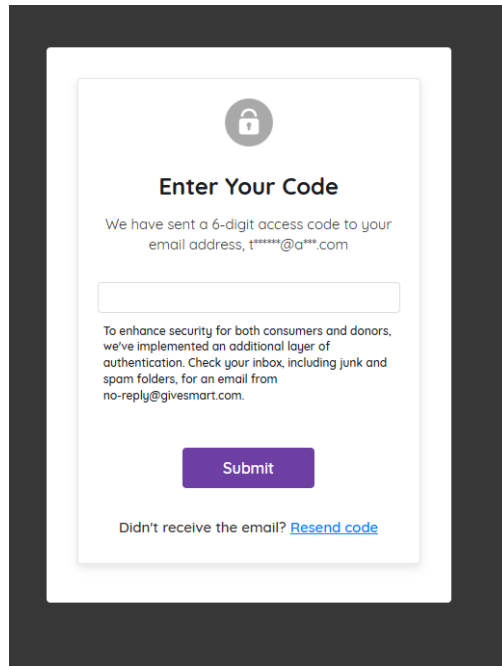
☒ Save My Card Information required

Saved card information will expedite future contributions and check-in/checkout processes associated with this organization, and will be utilized for any recurring donations.

[Cancel](#)

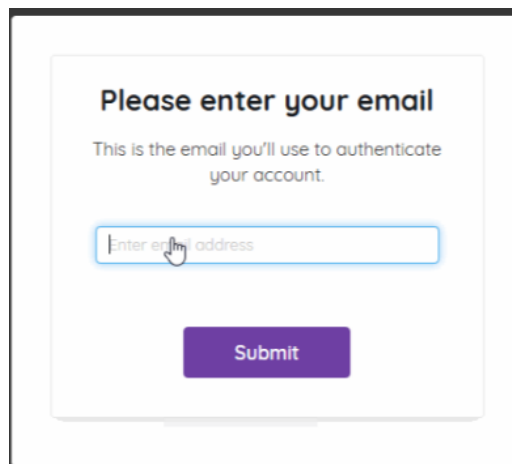
[Add Card](#)

Step 3: User selects 'Add Card', which generates an email with a 6-digit code to be sent:



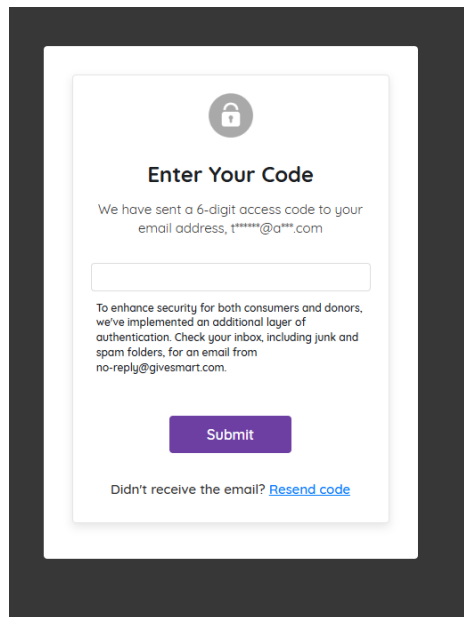
The screenshot shows a validation screen with a dark background. At the top is a lock icon. The title is "Enter Your Code". Below it, a message states: "We have sent a 6-digit access code to your email address, t*****@g***.com". There is a text input field for the code. Below the field, a note explains: "To enhance security for both consumers and donors, we've implemented an additional layer of authentication. Check your inbox, including junk and spam folders, for an email from no-reply@givesmart.com." A purple "Submit" button is at the bottom. At the very bottom, a link says "Didn't receive the email? [Resend code](#)".

- **Email on file:** An email is generated automatically.
- **No email on file:** A pop-up will appear prompting them to add one. Once entered and submitted, the email will be sent:



The screenshot shows a screen titled "Please enter your email". Below the title, it says "This is the email you'll use to authenticate your account." There is a text input field with the placeholder text "Enter email address". A mouse cursor is pointing at the input field. Below the field is a purple "Submit" button.

Step 4: User copies the 6-digit code and enters in the validation popup:



The Importance of MFA for You and Your Donors

With a commitment to balancing ease of use with the highest level of security our customers and donors expect, Multi-Factor Authentication (MFA) security measure is enabled for all GiveSmart customers. This next level of protection enforces even more security for your donors' identity and safeguards their personal information when completing payments on the GiveSmart platform.

What This Means for You

Multi-Factor Authentication (MFA) will be enabled on all sites in your Events account. No additional action is needed on your part.

What This Means for Your Donors

When adding a card on file on Event sites, donors will be prompted to verify their identity through a one-time code sent to their email. At this time, SMS authentication is not available but will be included as an option at a later date.

FAQs

If being checked in to an event, does the guest have to authenticate when swiping a card?

- No, when a volunteer or admin swipes a card with a volunteer during the checkin process, the MFA verification email step is not necessary.

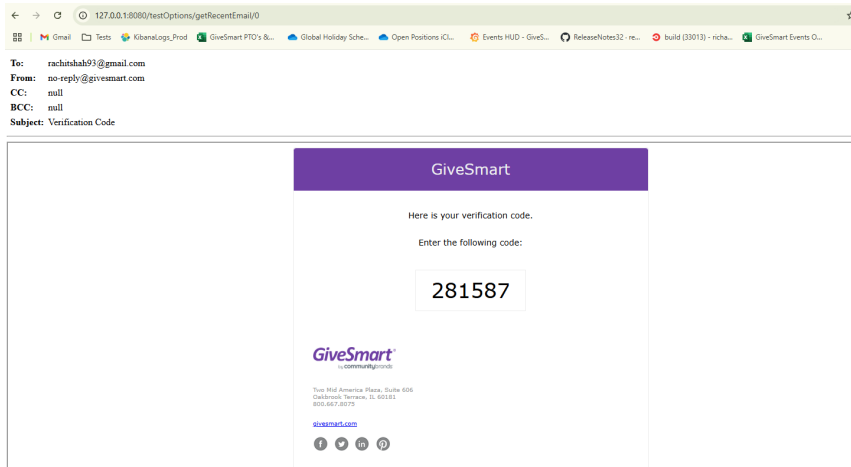
When an admin is adding a card on behalf of a guest, will the MFA authentication email be triggered?

- No, when a volunteer or admin enters a card on file on behalf of a guest, MFA is not

required.

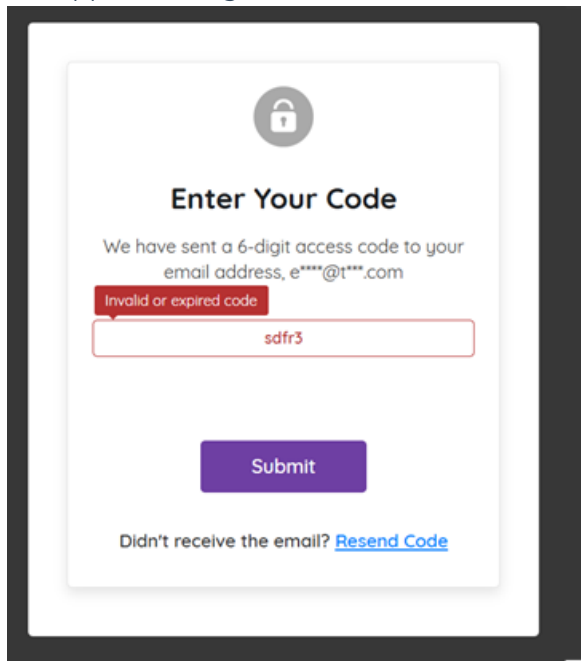
What does the MFA email verification look like?

- The verification code email will be sent from no-reply@givesmart.com, and will contain the following information.



What happens if the user enters an incorrect code?

- If the code is entered incorrectly, the code is removed, the box turns red, and a message will appear noting the code is either invalid or has expired.



Can a user resend a code if the code has expired?

- Yes, a user can simply click the Resend Code link located at the bottom of the verification window.

Why is multi-factor authentication important?

- By enabling this additional step in the card adding process, this protects your organization from fraudulent credit card attempts on your payment forms.
- To learn more about card testing, [click here](#).

The donor didn't receive the email, where should they look?

- The email will be received from no-reply@givesmart.com which might have been caught in their spam filter. Please instruct the donor to search their spam file before resending the message.
- If still not received, verify the email on file by clicking their initials in the top right corner > Click Profile > Verify email on file. Updated if necessary.

Is there an option to receive the MFA via SMS (text message)?

- At this time, SMS authentication is not available but will be included as an option at a later date in 2025.

Can our organization opt out of MFA?

- Yes. MFA is not automatically enabled. If you would like the feature to be enabled, please reach out to Support at support@givesmart.com.

Where can a user view/update the email on their account?

- Users can update the email on their account by clicking on their initials in the top right corner of an Events site > select Profile from the dropdown > update the email and save.

Is there a location where I can see users who didn't enter the code?

- No, we do not track users who did not enter the code.

If a user is prompted to enter an email via the popup, is the email entered saved to their profile?

- No, at this time the email entered on the popup is not saved to the user's profile.
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