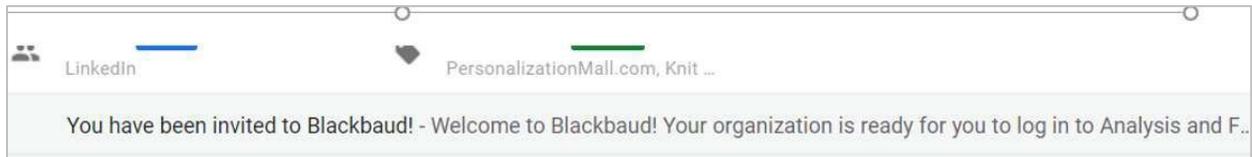


Parish Dashboard RE NXT - Instructions to parishes for access

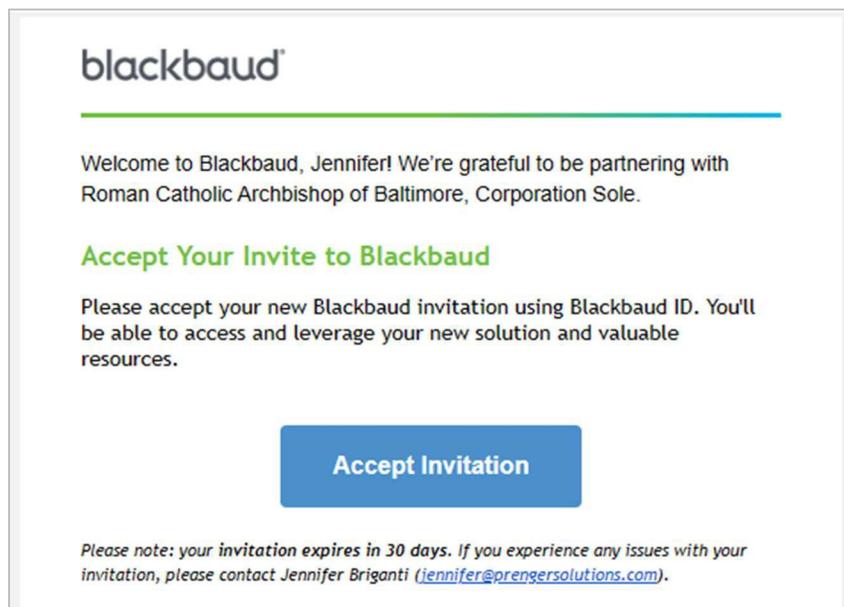
1. The new user will receive an email stating:

“You have been invited to Blackbaud! - Welcome to Blackbaud!”

Inbox view:



2. Open the email, and this screen will display. Click on “Accept Invitation”:



- B. The following screen will appear. The parish should enter in the email address they wanted associated with their account, as well as the password that was provided to them.

Accept your invitation

You've been invited to use Blackbaud solutions on behalf of Roman Catholic Archbishop of Baltimore, Corporation Sole. Let's create your account to get started.

██████████@gmail.com

Is this not you?

Password
██████████ ██████████ ✓

Must contain at least 12 characters and 3 of the following:

- ✓ - Capital letter
- ✓ - Lowercase letter
- ✓ - Number
- ✓ - Special character (!, #, %, etc.)

Confirm password
██████████ ██████████ ✓

First name
Jennifer

Last name
test

By continuing below, you are agreeing to the Blackbaud, Inc. [Terms of Use](#) and [Privacy Policy](#).

Sign up

The user will then receive a security code via email they will need to enter here:

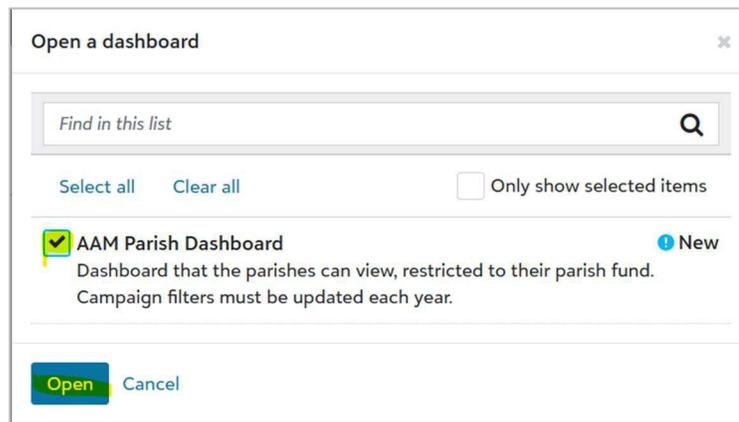
Confirm your account

We've emailed you a 6-digit code to confirm your identity. Enter it below to continue to your solution.

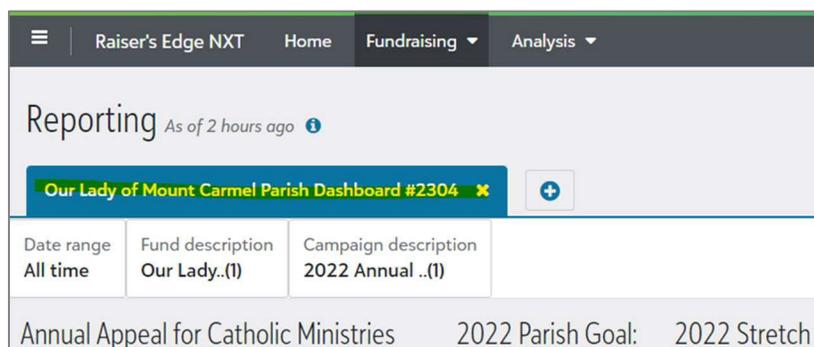
Confirmation code
██████████

Next

- G. Once logged in, they will go to Raiser's Edge NXT> the “Analysis” icon  >Fundraising Dashboards > Reporting and click the (+) to open the **2025 AACM Parish Dashboard**.



- H. The user will then see their parish dashboard displayed in the first blue tab.



- I. When signing back into Raiser’s Edge NXT:

Go to www.blackbaud.com

Click “Sign In” in the top right corner and enter email and password used when signing up.

