

Instructions

Welcome to HTCI myApp!

Dear Devotee, please follow below instructions to register your account in the new HTCI devotee Portal. Devotee portal is ready to accomplish more self service tasks to enhance the devotee experience 🙏

Document has step by step instructions with screenshots to get the account created and complete self service tasks.

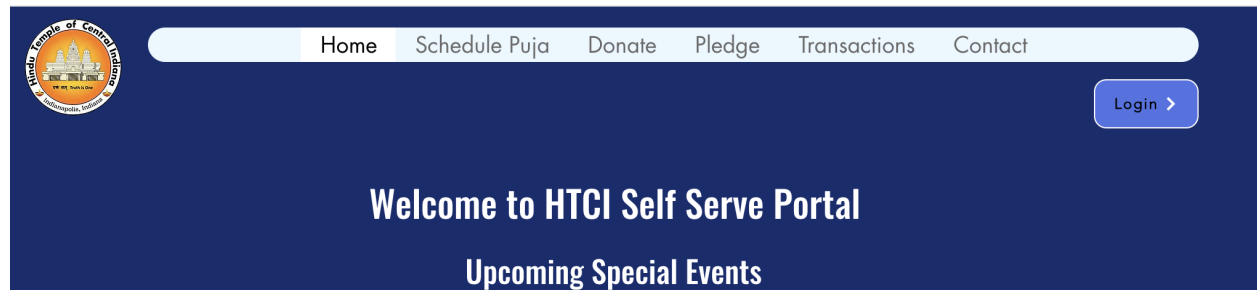
**** NOTE - Please ensure to READ below instructions before accessing MyApp ****

If you are using your mobile phone, please make sure to browse to myapp.htci.org in public mode, private/cognito mode is not supported

STEP# 1 - Getting Started: REGISTRATION to the DEVOTEE PORTAL

1. **Access myApp:** Visit myApp at <https://myapp.htci.org/>

**** NOTE - Please ensure to READ below instructions before accessing MyApp ****



Home Schedule Puja Donate Pledge Transactions Contact

Login >

Welcome to HTCI Self Serve Portal

Upcoming Special Events



Hindu Temple of Central Indiana
cordially invites you all to Celebrate
FESTIVAL OF COLORS
HOLI Mahotsav

JOIN US
7th April, Sunday, 12:00 pm - 3:30 pm
Join us at Temple Parking Lot for a joyous Holi celebration!
Bring your loved ones and enjoy
Free colors provided by the Temple
Delicious food available at the Temple kitchen

www.htci.org

Sunday, March 24, 2024

7:30 PM Grand Sponsorship

7:30 PM Holika Dahan Puja Sponsorship

7:30 PM Annadanam Sponsorship

7:30 PM Flower Sponsorship

2. **Create an Account:** Click "Login" followed by "Need an account? Sign up".



Sign in with your email and password

Email

Password

[Forgot your password?](#)

Sign in

Need an account? [Sign up](#)

3. Enter the **email address associated with your HTCI tax statements** and choose a secure password.



Sign up with a new account

Email

devotee@gmail.com

Password

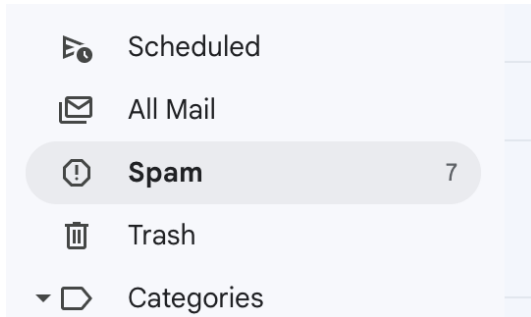
.....

- ✓ Password must contain a lower case letter
- ✓ Password must contain an upper case letter
- ✓ Password must contain a number
- ✓ Password must contain at least 8 characters
- ✓ Password must contain a special character or a space
- ✓ Password must not contain a leading or trailing space

Sign up

Already have an account? [Sign in](#)

4. **Verify Your Email:** Check your inbox, including spam folders, for a verification email from itsdmins@htci.org. Click the provided link to verify your account.



Your verification link [Inbox x](#)



itadmins@htci.org

to me ▾

Thank you for signing up. Please click the link below to verify your email address and complete the signup process. [Verify Email](#). Once the signup is approved, please continue with login at my <https://app.htci.org> with the email and password you created for signup.

← Reply

→ Forward

STEP# 2 - Log in / Registered Users

- **Access myApp:** Visit myApp at <https://myapp.htci.org/>
- Enter registered email address and Password
- Click Sign In



Sign in with your email and password

Email

Password

[Forgot your password?](#)

Sign in

Need an account? [Sign up](#)

[It may take few seconds to see the home page](#)

**Please wait while we sign you in.
You will be automatically redirected to the home page when
everything's ready.**

Thank you for your patience.

STEP# 3 - VIEW and EDIT PROFILE

- To access your profile, click the profile icon located next to the "Login" button.



Home Schedule Puja Donate Pledge Transactions Contact

Text
Life Member

 Logout >

Welcome to HTCI Self Serve Portal

Upcoming Special Events



Sunday, March 24, 2024
7:30 PM Grand Sponsorship
7:30 PM Holika Dahan Puja Sponsorship
7:30 PM Annadanam Sponsorship
7:30 PM Flower Sponsorship



Home Schedule Puja Donate Pledge Transactions Contact

XXXXX
Life Member

 Logout >

Profile

XXXXX
XXXXX
XXXXX
3350 N. German Church Rd
Indianapolis, IN 46235
Life Member

Edit >

You can click on Edit to Edit your profile. Once done, click update.



HomeSchedule PujaDonatePledgeTransactionsContact

Text

Life Member

Logout >

Update Devotee

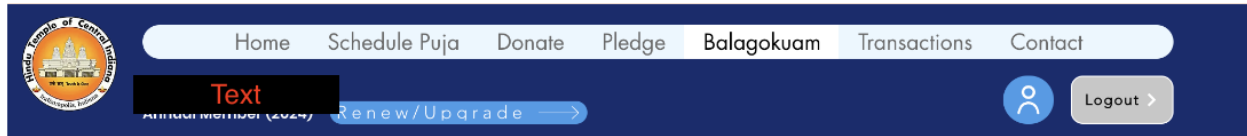
First Name *	Address *
Text	3350 N. German Church Rd
Last Name *	City *
Text	Indianapolis
Email *	State *
Text	Indiana
Alt Email	Zip *
	46235
Phone *	Gotra
Text	
Alt Phone	Nakshatra
Donor Name	Sharman Name
UPDATE >	

STEP# 4 - Balagokulam Registration

- ☐ Login to the Devotee Portal <https://myapp.htci.org>
- ☐ Go to your Profile

**** NOTE - Please ensure to update the child information ****

- ☐ Please verify all your students are listed here with the correct current grade.
- ☐ Please visit the profile page and update the information if needed.
- ☐ Balagokulam grade for family members not attending balagokulam should be set to NONE.
- ☐ Go to <https://myapp.htci.org/balagokulam> to register kids



Balagokulam Registration

Student Name:
Current Grade: 5th
Next Grade: 6th
Registration renewal status: Pending

Please verify all your students are listed here with correct current grade.
Please visit the [profile](#) page and update the information if needed. Balagokulam grade for family members not attending balagokulam should be set to NONE.

Balagokulam registration for 1 student(s). Total due: \$100

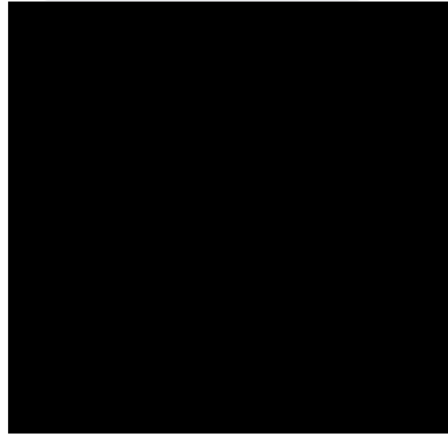
[Register >](#)

Enter the Payment details:

Balagokulam Registration for 1 student(s)

Amount

100



Register Now >



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Text

Annual Member (2024)

Renew/Upgrade >

 [Logout >](#)

Your balagokulam registration has been successfully processed.
Please check your email for a receipt of the payment.
Thank you for supporting HTCI Balagokulam with your registration.



[Home](#) [Schedule Puja](#) [Donate](#) [Pledge](#) [Balagokulam](#) [Transactions](#) [Contact](#)

mi43sagar@gmail.com

Annual Member (2024)

Renew/Upgrade >

 [Logout >](#)

*** Once Balagokulam registration is completed, you will see the next grade of your child in the profile page or once you go to Balagokulam page.

Balagokulam Registration

Student Name: Text

Current Grade: 6th

Next Grade: Pre-Chetna (7th)

Registration renewal status: Complete

Please verify all your students are listed here with correct current grade.
Please visit the [profile](#) page and update the information if needed. Balagokulam grade for family members not attending balagokulam should be set to NONE.

FAQ:

Q: For myapp registration, if the grade listed for kids is for current year or upcoming year?

A: Before first time registration with myapp - parents have to go in and apply for the current year grade in the devotee portal.

Q: If a new parent is trying to register kids (new to BG) for the next session, should they put next school year grade?

A: For new parents- first time parents- let's say starting at grade 3, should put the kid in grade 2 then register for BG. The app will move the kid to grade 3 with registration

Q: Does the app have awareness of existing registrations and grades and will automatically move currently enrolled kids to next grade level?

A: Yes

myApp upcoming Features:

- Schedule pujas.
- Make and pledge donations.
- View recent transactions.



Need Assistance?

If you encounter issues receiving the verification email or accessing your profile, please utilize the "Contact" option within the menu. Include your email address, full name, and phone number in your message. A representative will be in touch shortly.

A screenshot of the Hindu Temple of Central Indiana website. The header is dark blue with a logo on the left, navigation links (Home, Schedule Puja, Donate, Pledge, Transactions, Contact) in the center, and a user profile section on the right showing 'sagar.manas@htc.org' and 'Life Member' with a 'Logout' button. The main content area has a dark blue sidebar on the left with the temple's name, address (3350 North German Church Rd, Indianapolis, IN 46235), phone number (317.691-9199), email (seva@htc.org), and social media icons. The right side features a contact form with fields for Name, Email, and Phone, a large text area for the message, a reCAPTCHA checkbox, and a 'Send' button.