



Parish Tech At Work

PIMS Staff Reveal All

Now that we've got your attention, welcome to the first issue of *Parish Tech At Work!* Our goal is to communicate regularly - sharing tips to help you make the most of your ParishSOFT applications.

We will provide project updates, answer questions, alert you to known bugs and resolutions, offer 'quick tips', and announce upcoming trainings and user group meetings.

[Check us out online!](#)

Version 3.5 Updates Continue

"What in the world is going on with the latest update?" If you're wondering that as well, you're not alone. The task has been a challenge and we appreciate everyone's patience. We do have very good news to share.

Did you know that over half of all 3.3 parishes have been updated? More importantly, version 3.5 has proven quite functionally sound. And, just about all 3.5 parishes are consistently synchronizing data.

If you are using version 3.3 and have not heard from us, you will be contacted very soon to schedule the 3.5 update. We will call you to transfer your database one or two days before the scheduled install. The install itself takes approximately 10 minutes per workstation. Can't wait to see you!

Volume I, Issue I, August 2006



Annual Consolidated Report

Let ParishSOFT calculate your member counts by age and gender for the ACR.

1. [Download the file pacr.xls](#) and save to your C:\Program Files\ParishSOFT\Diocesan folder.
2. From Family Directory, select Diocese menu, Baltimore Diocesan Reports, Open Diocesan Reports.
3. Select Year; Load Report.

New Sacramental Data Entry Screen (Version 3.5)

Baptism - Reconciliation - First Eucharist - Confirmation

Screens Create Certificates Send Notifications

Mr. William Abbey
Member ID: 1 Member DUID: -1

Baptism [Completed] | Reconciliation | First Eucharist | Confirmation

Baptismal Name: William Abbey
Faith of Baptism: Catholic

Sponsors: Mr. Scott Davis, Mrs. May Lou Davis
Witnesses: Loreene Englebert

Registry Volume: 25
Registry Page: 237
Registry Number: 1650

Buttons: General, RCIA, Matrimony, Holy Orders, Religious Prof., Funeral, Update, Close, Cancel

Version: 3.5.22 | 4/7/2006 5:21:52 PM

Quick Tip: Reports

Custom reports aren't always required. Knowing where to look can put information at your fingertips!

For a list of members within a certain age range, use the Birthdays report (Census Reports Menu, Member Reports, Birthdays).

For a list of members who joined the parish within a certain date range, use the New Families/Members Menu (Census Reports, Other Reports).

To remove your name or add a name to our mailing list, [click here](#).

Questions or comments? E-mail us at parishsoft@archbalt.org or call 410-547-5305.