

Report Comparison: PDS Church Office Management Program vs. PDS Census/Contribution Ver. 17 Program

(Rev. 4/7/04)

These report comparison charts are designed to assist those of you who were users of the PDS Census/Contribution Version 17 program. Report menus in PDS Church Office have been reorganized and some report names have been changed. These comparison charts should make it easier for you to find your “favorite” reports.

The following report comparisons will have the Report menus for the new PDS Church Office Management program in the column on the left. Reports are listed in the order they appear on the Report menus. The columns on the right will have the Path, Report Name and Filename from the PDS Census/Contribution Version 17 program.

There is another printout of comparisons that will have the report menus from the PDS Census Version 17 program with the Path, Report Name and Filename in the column on the left. The column on the right will give you the path to these reports in the new PDS Church Office program.

PDS Church Office Management | PDS Census/Contribution Version 17

Family Reports

Listing Reports

	<u>Path</u>	<u>Report</u>	<u>Filename</u>
Family Quick Listing	R-F-Q	Quick	(FQUICK)
Family Basic Listing	R-F-P	Basic	(FBASIC)
Family Complete Information	R-F-F	Family Full	(FFULL)
Family Contact Report			New
Family Detailed Contact Report			New
Family Directory	R-F-D	Directory	(FDIR2)
Family Directory with Pictures			New
Family Directory – One Column	R-F-O	One Column Directory	(FDIR1)
Family Phone Number Listing	R-F-P	Phone Num	(FPHONES)
Family Full Listing	R-F-F	Full Family Listing	(FFULL)
Family Roster	R-G-R	School Roster Report	(MGDIR)
Family Date Registered	R-F-Y	Year of Reg.	(FYEARREG)
Family Registration Form	R-F-R	Census Registration Form	(FREGFRM)
Family Blank Registration Form	R-F-R	Census Registration Form	(FREGFRM)
Family Abbreviated Registration Form			New
New Family Abbreviated Blank Reg. Form			New
Family Count	R-F-C	Count	(FCOUNT)
Family Letter History List			New
Family Street Basic Report	R-F-S	Street	(FSTREET)
Family Street Quick Listing	R-F-S	Street	(FSTREET)

Letters/Statements

Family Welcome Letter	R-L-W	Welcome	(FWELLET)
Family Census Letter	R-L-U	Update Census	(FCENLET)
Anniversary Letter	R-L-S	Special Days EZ Letter	(MEZSDLET)

Label/Envelope Reports

Family Mailing Label	R-E-L	Labels/Envelopes	(FLABEL)
Family Mailing Label - Barcode on Top	R-E-L	Labels/Envelopes	(FLABEL)
Family Mailing Label - Barcode on Bottom	R-E-L	Labels/Envelopes	(FLABEL)
Family Mailing Envelope	R-E-L	Labels/Envelopes	(FLABEL)
Family Mailing Envelope - Barcode on Top	R-E-L	Labels/Envelopes	(FLABEL)

Family Reports (cont.)

Label/Envelope Reports (cont)

<u>Label/Envelope Reports (cont)</u>	<u>Path</u>	<u>Report</u>	<u>Filename</u>	
Family Mailing Envelope - Barcode on Bottom	R-E-L	Labels/Envelopes	(FLABEL)	
Mailing Label to Selected Family Members				New

Rolodex/Index Cards

Family Rolodex	R-E-R	Rolodex	(FROLO)	
Family Index	R-E-I	Index	(FINDEXLB)	

Data Exports/Envelope Companies

Export to Envelope Companies	R-W-E	Envelope	(ENVCOEXP)	
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Financial Reports

Listing Reports

Fund History	R-C-H	History	(CHIST) or (CENVHIST)	
Fund Activity Report				New
Delinquency Report	R-C-D	Delinquency	(CDELINQ)	
One Line Family List with Total	R-C-Q	Quick	(CQUICK)	
One Line Posting Report by Batch Number	R-C-B	Batch	(CBATCH)	
Listing in Order by Amount	R-C-A	Amount / R-C-O Ordered	(CAMOUNT) / (CENVORD)	
Volunteer Hours Listing	R-C-V	Volunteer	(CVOLHOUR)	
Financial Totals Report by Family	R-C-T	Totals	(CTOTALS)	
Comparison of Monthly Totals Paid or Due	R-C-M	Monthly	(CMONCMP)	
Comparison of Yearly Totals Paid or Due	R-C-Y	Yearly	(CYEARCMP)	
Pledge Drive Report	R-C-P	Pledge	(CPLEDGE)	
Tuition and Fees Report	R-C-S	School	(CSCHOOL)	
Blank Pledge Worksheet	R-C-W	Worksheet	(CWORKSH)	
Blank Tuition Worksheet	R-C-W	Worksheet	(CWORKSH)	
Totals Report by Family (9 Funds)	R-C-T	Totals	(CTOTALS)	

Financial Statements

Billing Statement	R-S-B	Billing	(CBILLING)	
Charges & Payments with Return Coupon	R-S-R	Return Coupon	(CRETURN)	
Statement with Recap of Activities	R-S-A	Activity Recap	(CRECAP)	
Quarterly Totals on Statement Mailers	R-S-Q	Quarterly	(CQUARTER)	
Perforated Coupons to Make Booklet	R-S-C	Perf Coupons to Make Booklet	(CCOUPON)	
Addresses on Coupon Booklet Covers	R-S-L	Addr on Coupon Booklet Covers	(CLABCOV)	
Letter to Those Pledging	R-S-P	Pledge Letter	(CPLET)	
Past Due Notice	R-S-N	Notice Past Due	(CPASTDUE)	
Letter to Those Pledging – 2 nd Notice				New

Label/Envelope Reports

Family Mailing Label	R-E-B	Billing Stmt	(CLABEL)	
Family Mailing Label - Barcode on Top	R-E-B	Billing Stmt	(CLABEL)	
Family Mailing Label - Barcode on Bottom	R-E-B	Billing Stmt	(CLABEL)	
Family Mailing Envelope	R-E-B	Billing Stmt	(CLABEL)	
Family Mailing Envelope - Barcode on Top	R-E-B	Billing Stmt	(CLABEL)	
Family Mailing Envelope - Barcode on Bottom	R-E-B	Billing Stmt	(CLABEL)	

Tax Reports

Monthly Donor Substantiation	R-T-M	Monthly	(CTAXMON)	
End of Year Donor Substantiation	R-T-Y	Yearly	(CTAXEOY)	
List of Cash Contributions Over Limit	R-T-C	Cash Contrib	(CTAXCASH)	

Financial Reports (cont.)

Tax Reports (cont.)

	<u>Path</u>	<u>Report</u>	<u>Filename</u>
List of Non-Cash Contributions	R-T-N	Non-Cash	(CTAXNON)
List of Quid Pro Quo Contributions	R-T-Q	Quid Pro Quo	(CTAXQUID)
Receipt for Donations/Payments	R-T-R	Receipt	(CTAXREC)

Financial Analysis Reports

Financial Comparison by Week & Year	R-A-A	Financial Comparison by Week Yr	(CANLYS)
Breakdown of Funds by Amount Range	R-A-B	Breakdown	(CBREAK)
Monthly, Quarterly, Yearly Comparison	R-A-C	Monthly, Quarterly, Yr Comp	(CCMP)
Frequency of Contributions/Payments	R-A-F	Frequency of Cont/ Payments	(CFREQ)
Weekly Breakdown by Amount Categories	R-A-W	Wkly Breakdown by Amt Categories	(CWEEK)
Summary of Grand Totals by Fund	R-A-T	Total	(TOTSUM)
Summary of Delinquency by Fund	R-A-D	Delinquency	(CDELSUM)
Pledge Group Statistics by Amounts	R-A-G	Pledge Group Statistics by Amt	(CGROUP)
Summary of Increases & Decreases by Year	R-A-S	Summary of Increases & Decreases by Year	(CPLEDSUM)
Increases & Decreases by Group	R-A-I	Increases & Decreases by Group	(CPLEDCMP)

Data Export/Env Co. With Fund Selections

Export to Envelope Companies	R-W-C	Contribution	(CEXPORT)
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Financial Easy Reports

R-C-U	User
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Member Reports

Listing Reports

Member Quick Report	R-M-Q	Quick	(MQUICK)
Member Phone List	R-M-P	Phone Nums	(MPHONES)
Member Basic List	R-M-B	Basic	(MBASIC)
Member Complete	R-M-M	Member	(MCOMPLET)
Member Directory			New
Member Directory with Picture			New
Member Date Brief Listing	R-D-B	Brief	(MDBRIEF)
Member Date Complete Listing	R-D-M	Detailed	(MDDETAIL)
Member Birth Date List	R-M-D	Date of Birth	(MDATEBIR)
Member Special Days List	R-M-S	Special Days	(MSPDAYS)
Member Selected Date Listing	R-D-S	Single Date	(MDSINGLE)
Member Statistics	R-M-N	Number	(MNUM)
Member Count	R-M-C	Count	(MCOUNT)
Member User Keyword List	R-M-L	List	(MUDLIST)
Member User Keyword Roster	R-M-R	Roster	(MUDROSTR)
Member Background History			New
Member Letter History			New
Member Easy Reports	R-M-U	User	

Letters/Statements

Baptism Letter	R-L-B	Baptismal Letter	(MBAPLET)
Confirmation Letter	R-L-S	Special Days EZ Letter	(MEZSDLET)
Birthday Letter	R-L-S	Special Days EZ Letter	(MEZSDLET)
Anniversary Letter	R-L-S	Special Days EZ Letter	(MEZSDLET)

Label/Envelope Reports

Member Mailing Label	R-E-M	Member Labels	(MLABEL)
Member Mailing Label - Barcode on Top	R-E-M	Member Labels	(MLABEL)

Member Reports (cont.)

<u>Label/Envelope Reports (cont.)</u>	<u>Path</u>	<u>Report</u>	<u>Filename</u>
Member Mailing Label - Barcode on Bottom	R-E-M	Member Labels	(MLABEL)
Member Mailing Envelope	R-E-M	Member Labels	(MLABEL)
Family Mailing Envelope - Barcode on Top	R-E-M	Member Labels	(MLABEL)
Family Mailing Envelope - Barcode on Bottom	R-E-M	Member Labels	(MLABEL)

Rolodex/Index Cards

Member Rolodex	R-E-T	Tal/Min Rolo	(MROLO)
Member Index	R-E-D	Date of Birth	(MINDEXLB)

Member Grade Reports

Member Grade Quick List	R-G-Q	Quick List	(MQQUICK)
Member Grade Birth Date List	R-G-B	Birth Date	(MGBIRTH)
Member Grade Attendance Worksheet	R-G-A	Attendance	(MGATTNWS)
Member Grade Directory	R-G-D	Directory	(MGDIR)

Member Involvement Reports

Talent/Ministry Detail List	R-I-D	Detail	(MTDETAIL)
Talent/Ministry Quick List	R-I-Q	Quick	(MTQUICK)
Talent/Ministry History Listing	R-I-H	History	(MTHIST)
Talent/Ministry Sign-up Sheet	R-I-V	Volunteer	(MTVOL)
Talent/Ministry Blank Sign-up Sheet	R-I-V	Volunteer	(MTVOL)
Talent/Ministry Attendance Worksheet	R-I-A	Attendance	(MTATTNWS)
Talent/Ministry Planning Worksheet	R-I-P	Planning	(MTPLANWS)
Talent/Ministry Certificate	R-I-C	Certificate	(MTCERTIF)
Tal/Min Certificate on Pre-Printed Form	R-I-C	Certificate	(MTCERTIF)

Member Sacramental Notification

Member Request for Baptismal Record	R-D-R	Request	(MDBAPREQ)
Member Baptism Church Label	R-E-N	Notification	(MNTLABEL)
Member Notification of First Communion	R-D-E	Eucharist	(MDNTEUCH)
Member Notification of Confirmation	R-D-C	Confirmation	(MDNTCONF)
Member Notification of Marriage	R-D-M	Marriage	(MDNTMAR)

Member Attendance Reports

Member Attendance History	R-H-H	History	(MAHIST)
Member Sorted Attendance List	R-H-A	Attendance	(MAATN)
Member Attendance Frequency List	R-H-F	Frequency	(MAFREQ)
Member Attendance Summary		[Included in above 3]	
Member Attendance Worksheet			New

Member Sacrament Certificates

User Certificates

Baptism	R-D-P	Print Cert	(MDCERTIF)
1 st Communion	R-D-P	Print Cert	(MDCERTIF)
Confirmation	R-D-P	Print Cert	(MDCERTIF)
Marriage Certificate	R-D-P	Print Cert	(MDCERTIF)
Baptism using Preprinted Form	R-D-P	Print Cert	(MDCERTIF)
1 st Communion using Preprinted Form	R-D-P	Print Cert	(MDCERTIF)
Confirmation using Preprinted Form	R-D-P	Print Cert	(MDCERTIF)
Marriage using Preprinted Form	R-D-P	Print Cert	(MDCERTIF)