

# Track Your Church Pulse!

Volunteers are at the “heart” of most of the ministries of your church. Their combined talents and efforts result in many of the “inreach” and “outreach” contacts and services to prospects, guests and members of your church. It would not be an overstatement to call their collective efforts the “pulse” of your church ministry. Would you be interested in tracking—putting a quantifying number—on their collective efforts? Would you like to be able to measure the “pulse” of your church’s volunteer ministries? Do you hold a special volunteer recognition dinner and need to know who has offered their gifts and talents to the work of God’s kingdom?

CDM+ provides you with an easy method of tracking these volunteer services and ministry in hours served and times served. This tracking is maintained through the use of the **Visitation Records** in the **Membership** program. Simply enter the number of hours completed in the **Mileage** field each time a volunteer serves. Two user-defined fields are available to create custom codes for tracking the area and type of

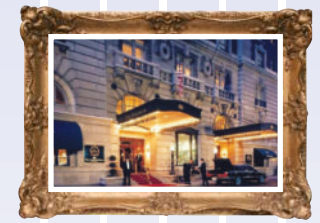
service completed by your volunteers. These custom codes may be set up in the **Master Coding System** of CDM+ (select **Staff** and **Visitation Type** on the **Built-In** tab). A comment may be added to each record entry for more detail, if desired.

A variety of time sensitive reports are available for measuring this “pulse” of volunteer ministry. Reports detailing each individual’s service by category or type are easily created. Summary reports by all categories or types, or by selected categories and types, are readily available. Want to see a quick summary of the date and times an individual provided volunteer service? Just view the **Visits** tab of the individual record for such a summary list. Imagine calling a volunteer with such a detailed list right in front of you as you thank them for their service. What a way to touch the “pulse” of your church!

For more detail on using this tracking feature, sign up on our website for a special Online Training class, “Tracking the Volunteer Pulse,” now being offered.



## 2009 Annual Users Conference



“Gatsby-era elegance meets state-of-the-art”

**October 26-28, 2009**  
**Seelbach Hilton, Louisville, KY**

**Get more information or register online now!**

### Reserve a Hilton room

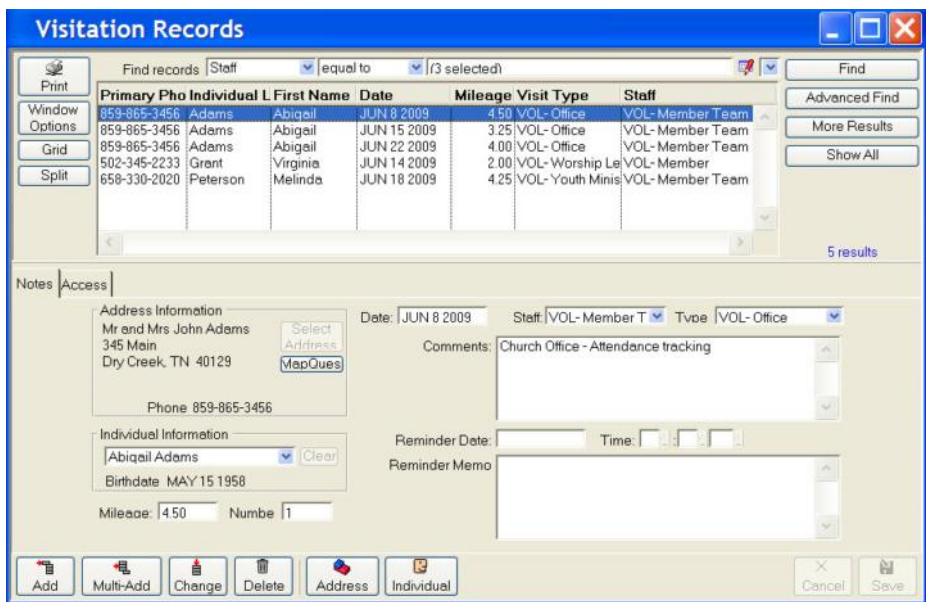
Just **\$119/night** for a four-diamond hotel! Treat yourself or celebrate in style and come early or stay late. Conference rate is good 3 days before and 3 days after the conference.

Questions?  
Prefer to register by phone?  
**Call 800-633-9581**  
during normal tech support hours.

### UPCOMING GROUP ONLINE CLASSES

- Wed., July 22**
- CDM+ Membership Overview
  - Getting Started in CDM+ Accounting
  - CDM+ Contributions Overview
  - Fundamentals of CDM+
- Thurs., July 23**
- CDM+ Membership Reports 2
  - CDM+ Accounts Payable
  - CDM+ Enhanced Notices

The schedule for August will be posted soon.  
To view, visit: [cdmplus.com/Training/GroupOnline](http://cdmplus.com/Training/GroupOnline)



Use the Visitation Records window in CDM+ Membership to track volunteer services and ministry.

# Q & A



TERRY HATMAKER

### Question:

How do I reset vacation time off in CDM+?

### Answer:

Vacation time off is reset under the **Time Off** tab of the **Employee Information** record. If an employee was designated 10 days for 2008 and used all but 4 days, you will need to add an adjustment to reduce the number to zero by entering 4 under the **Used** column. Now that the 2008 days have been adjusted to zero, you can add a second adjustment line to enter the number of 2009 vacation days. This is done by entering the number of 2009 vacation days under the **Accrued** column. In each case, it is a good idea to enter a comment to explain why the entry was made.

[Click here for a more detailed explanation of resetting vacation time off.](#)

## CDM+ Users Poll

How often does your church print a directory out of CDM+?

### Click here to enter poll

Poll question results will appear in the next issue of *The CDM+ Connection*.

### Results from last poll:

When does your church's fiscal year begin?

**January: 77.4%**

**April: 6.5%**

**May: 3.1%**

**September: 6.5%**

**October: 6.5%**

**All other months: 0.0%**

CDM+ allows you to customize your workspace to fit your style, environment



## TIME-SAVER TIP

### Splitting Record Frame Windows

results list to be very long and still expand the size of the tabs. This setup works particularly well on widescreen monitors.

and needs. One such customization is the ability to split record frame windows, such as **Address Records** or **Ledger Entries**, into two parts. When splitting a record frame the find fields and results list detach into their own window. The tabs and lower set of buttons (**Add**, **Change**, **Delete**, etc.) stay together. The advantage of this configuration is that you can stretch the

Click **Split** to split a record frame window. To undo the split, either click **Collapse** or close the find window. If you close the window with the tabs, both windows will close and will re-open in the split configuration. Splitting a window only affects that window and only affects it for your user in CDM+.

## ON A PERSONAL NOTE



## Meet Vicki Gonzalez

Director of Finance, Victory Christian Center, Lowellville, OH

**Church size:** 5 campuses with approximate combined average weekly attendance of 2900

**Number of people using CDM+:** At least 15

**CDM+ Programs owned by the church:** Membership Pro, Contributions Pro, Accounting Pro, Event Registration, Roommate Facilities Manager, Check-In/Check-Out

**Mac or Windows:** Both

**How long have you used CDM+ and how did you find out about it?** I have been at Victory Christian Center since 1985 and have used CDM+ for the last 20 years. In approximately 1988 we saw CDM+ demonstrated at a conference in the Kenton/Akron area. We bought CDM+ shortly thereafter and have never regretted it.

**What's your favorite thing about CDM+?:** The specific part of CDM+ I most appreciate is Advanced Accounting because I can have a balance sheet for any entity. Each of our campuses can have its own set of funds. In general, though, I love the way all of CDM+ flows together. You stay on top of things and keep improving what was already a great system. For instance, I really like all the new fonts I have in Enhanced Notices, and Check-In/Check-Out has been such a plus for our nursery. As a facility with multiple campuses, we use Roommate a lot, too.

Our church keeps growing, and CDM+ keeps growing with us. We haven't outgrown you and you haven't outgrown us. I can honestly recommend CDM+ for any church—from very small to very large. I don't know why it isn't standard software for any new church.

Then, of course, there's the support system at CDM+. You always make sure this church, and every church, gets "special care."

**The photo of you was taken at last year's Annual Users Conference, wasn't it?** Yes. I have attended many of the Annual Conferences, and I always learn something new. CDM+ is one of the tools you never get tired of learning on, and coming to the conference has always been profitable.