

Chat Notes from May 19, 2022 Webinar: R U Ready for Parish Annual Report

- 09:46:11 From Jen Buechel : Have you been using Family Explorer?
- 09:46:27 From Jen Buechel : We've heard that it's been a great enhancement to GabrielSoft!
- 09:46:32 From Catherine Kutzleb : Absolutely! A great tool.
- 09:47:27 From Sally : How do you move it? With a right click and drag?
- 09:47:40 From Jen Buechel : Yup! Just drag and drop!
- 09:47:42 From Roy Verstegen : Left click and drag
- 09:47:54 From Sally : Ok, thank you
- 09:48:09 From Jen Buechel : You bet!
- 09:48:31 From Peggy Wilms : How did you eliminate the default?
- 09:49:49 From Jen Buechel : @Peggy, it is through the "Layout" tab
- 09:50:09 From Jen Buechel : Change your layout and save it through "Layout"
- 09:51:54 From Catherine Kutzleb : How beneficial is it for parishes to change to the family number instead of the traditional numbering system?
- 09:52:40 From Roy Verstegen : Let's chat about this question
- 09:53:01 From Roy Verstegen : The Family Envelope number?
- 09:57:34 From Jen Buechel : @Catherine, what numbering system are you referring to?
- 10:00:15 From Jen Buechel : Registered and Contributors are now available in one report called--- and the deaths will be reported from entries in the Death Register PRM notes. <https://gbdioc-parish.freshdesk.com/support/solutions/articles/44002232132-how-to-complete-the-annual-parish-report-with-gabriel-reports>
- 10:00:47 From jillcarey : Why do we not see families in alphabetical order when search we use Family Explorer?
- 10:07:41 From Wendy : Sorry, maybe not totally related to this but what status would you use for someone currently going through RCIA? They are not "Catholic" and are single so not a part of a family.
- 10:08:45 From Donna Armstrong : Make sure your report matches the appropriate register.
- 10:10:05 From Barb Trempe to Patty(Direct Message) : What does an entry for a Baptism at my parish for a parishioner of another parish look like?
- 10:12:27 From Wendy : Thank you!
- 10:14:22 From Katy Shaffer - St Patrick, Menasha : verifying...if we have 2 parishes combining confirmation mass, we put the parish the candidates attend not just the parish the mass was held at
- 10:14:38 From Jen Buechel : How to enter sacraments for Baptism, 1st Communion, Confirmation & Anointing (matrimony is explained in a separate document)<https://gbdioc-parish.freshdesk.com/support/solutions/articles/44002211989-sacrament-entry-for-baptism-1st-communion-confirmation-anointing>
- 10:15:13 From Jen Buechel : How to Enter Matrimony Sacrament Records<https://gbdioc-parish.freshdesk.com/support/solutions/articles/44002211991-how-to-enter-matrimony-sacrament-records>
- 10:19:36 From Cat / St James Coop : when we receive a baptismal certificate the address is not listed, what do we do then?
- 10:19:38 From DMoran : When people register at our parish they just check yes if they have received the sacraments and don't provide information as to where they sacraments have taken place, nor the date they occurred.
- 10:22:15 From Donna Armstrong : Do Convalidation of a marriage count or not?
- 10:22:26 From Peggy Wilms : I'm assuming that marriages includes convalidations.
- 10:23:36 From Mary : Do you do anything in the marriage record if they get an annulment? What about how do you handle an annulment and re-marriage.
- 10:25:20 From Jennie LeMere : and their marriage date would be the convalidation date rather than the civil marriage, correct?
- 10:25:20 From St. Ambrose Church : What about people who have their marriages blessed for an anniversary?
- 10:32:37 From Donna Armstrong : but a simple blessing is not recorded

10:34:46 From Jen Buechel : Here is a link to the Sacramental Registry Handbook Patty mentioned:
https://www.gbdioc.org/images/stories/Resource_Site/Canonical-Services/Documents/Sacramental-Register-Handbook_August-2010.pdf

10:38:54 From Steve Siegel : How are we coming with the Dash Board process. All of this information could be list here to save us all time.

10:39:53 From Catherine Kutzleb : If a member has been deceased for years, but still showing, can you delete those members?

10:44:13 From Kim : I am concerned about accuracy of reports for doing this annual for the Diocese. I just ran a sacrament report for our parish on Confirmation students this past October just to confirm. It doesn't show all of our Confirmation kids and it shows a marriage that just took place recently. So kids missing and sacrament and date appearing that shouldn't be.

10:44:22 From Peggy Wilms : What if no clergy, but Pastoral Associate does service at Funeral Home?

10:45:42 From Jeannie : I have been coping the obituary and putting in the PRM notes. That way any cemetery info is in the records that is published since there is no area for burial place.

10:46:57 From Kim : But we are finding information that disappears from Gabriel that was already keyed in correctly.

10:48:47 From Kim : We have a few times and they make comment about re-adding.

10:49:31 From Donna Armstrong : Deacons count

10:50:00 From Birdie Schantz : I'm in the Family Explorer view, but I don't have the Church Name or the Church ID columns. How do I get those?

10:50:36 From Donna Armstrong : Birdie - click on the 3 dots, go to columns and pull them in by checking the box.

10:51:44 From Birdie Schantz : THANKS!!! I'm a little slow ;)

10:52:06 From Donna Armstrong : no worries - we are all learning.

10:54:36 From Kelly : Can you scan the obit and put the pdf in record

10:54:50 From Jeannie : I do not put the link to the funeral home. I actually highlight the whole obit and copy and paste.

10:55:30 From Sally : Would you enter it as 'sacrament only' then?

10:56:31 From Sally : ok, thankyou!

11:02:03 From MaryAnnWagner : Great info presenters!!!

11:02:29 From Mary Reynebeau : 🙏 God Bless