

http://www

RDS Interface

August 2016

RDS Advantage, 6801 N. Broadway, Suite 120, Oklahoma City, OK 73116
www.rdsadvantage.com rds@rdsadvantage.com 405.840.5177 or 800.337.6328

They're Off!

If this was a horse race, the horses are out of the starting gate.

The RDS Unite App is leading the pack to give benefits to churches, pastors, staff and members with new capabilities and features.



- See a photo Directory of members, with e-mail addresses and phone numbers. Upload your family photo.
- Contact members by clicking on the phone number or e-mail address.
- Send e-mail and text messages to members.
- See a record of your contributions and payments.
- Make new contributions with your smart cell phone and/or tablet.
- See a map of a member's address, with driving directions from your location.
- Control your personal information others can see in the Directory.
- More features are on the way.

Your church logo is displayed on the Unite App.

Each church can determine the families that will be included in the Unite Directory, based upon Family Numbers and Names, Zip Code areas, Individual Type and Sub-Types, Joined Method, and by Deceased and/or Transferred Out.

Each family and individual can elect to display or unlist in the App Directory personal dates (born, baptized, marital state and date), phone numbers and e-mail addresses.

All these features are integrated with your church database in real time. This means members can update their personal information and photos as stored in the church database. No need to maintain multiple lists or databases.

These features can help Unite your congregation and increase their relationship with the church, save staff time, and provide contact capabilities for pastors.

The best part - It's **FREE**. To see a video of Unite, [Click here](#). Then click on the square to see full screen.

The Unite App is used with the RDS Connect cloud-hosted version of RDS.

Volunteer Tracking

New Volunteer Management System in Version 9.19.05

Click on the “Volunteer” button on the system dashboard to access the volunteer applications.

- Determine qualifications for each type of volunteer activity.
- List qualifications of volunteers.
- Match activities to members by qualifications.
- Establish volunteer groups
- Create activities and set dates for volunteer activities.
- Run reports and use communication capabilities.

These applications help automate the process of recruiting, communicating and matching members with their qualifications for volunteer activities.

A tutorial for this application can be downloaded from the RDS website or by clicking on the Utility menu.

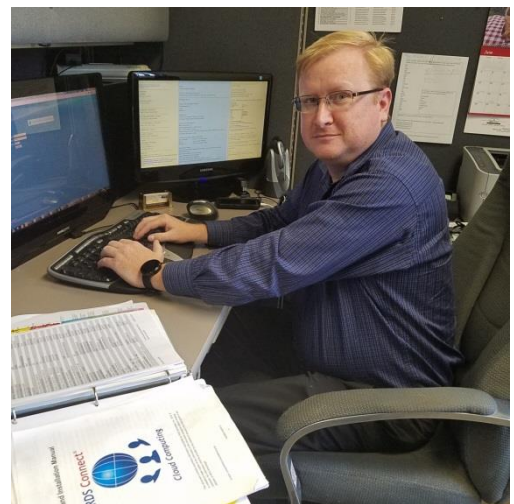


Mickey Whitlow

RDS is happy to announce the addition of Mickey Whitlow to the RDS staff.

Mickey has extensive experience in support of cloud data processing, security issues, customer support, Internet technologies and systems management.

Mickey is now in the process of learning the RDS system and its services. He brings a wealth of experience and knowledge to support the growing cloud and app services RDS provides.



For nearly twenty years we have worked with Cynthia Cox, CPA, Cox and Associates CPAs LLC. When churches have wanted audits or special support for accounting issues, we recommend her firm.

Cynthia's experience with churches and her professional knowledge are exemplary, and we can strongly recommend her. She has performed audits for churches we serve across the country. Because of her knowledge of RDS, she can perform many services without the need to travel to your church.

You can contact her at Cox and Associates CPAs LLC

servicing churches and non-profits since 1996

www.cynthiacoxcpa.com

21960 State Hwy 242
New Caney, TX 77357

ofc [281-399-8153](tel:281-399-8153)

cell [281-827-3328](tel:281-827-3328)

fax [888-310-4269](tel:888-310-4269)

Move to the Cloud

If you are not already enjoying the benefits of the RDS cloud-hosted system, you can move to the cloud now for the rest of the year at your present support fee. The “Unite Your Church” app is included. At the end of the year you can choose to return to your on-site server, or continue in 2017 with the cloud and the Unite App at the regular published license schedule.

The powerful Unite app is included free of cost to RDS Connect users.

In addition to automatic backups, updates, and free weekend emergency support for Cloud users, RDS Unite provides members with an on-line photo directory, the ability to see contribution records for their own family, and the ability to make contributions or payments by credit card, debit card, or ACH transaction. Members can update their own family information, choose how much information can be seen by others, or opt out of the directory altogether.

The benefits of the cloud, plus the Unite App, give churches outstanding capabilities for ministry and efficiency.



Didn't Know RDS Could Do That?

A large number of churches we serve have been using RDS for 15 to 30 years and more. Each year from 200 to 300 new features and enhancements are added to the system.

It is easy for users to miss or overlook new features that can be very helpful for their work and the ministries of the church. For this reason some churches send key staff people for updated training from time to time.

To help keep up with changes, we update a document with the major changes and new applications called “RDS Comparison Brochure.” We hope you will review and print this document to be sure you are using all that can be helpful.”

[RDS Comparison Brochure](#)

Benefits of Electronic Giving

In the April, 2016 issue of Religious Product News, an article by Kevin Lee, *Churchgoers' Giving Habits*, detailed why electronic giving is important for churches. Here are some quotes from the article:

“Churchgoers told they favor e-giving because it's convenient, especially when they want to direct contributions to specific funds, and because it helps their churches benefit from a steady revenue stream.”

“60 percent of respondents already give electronically or would use e-giving if it was an option offered by their church. The figure climbs to 80 percent for those who engage more often in church activities such as Sunday school, committees, youth sports, and preschool or after school activities.”

RDS makes electronic giving easy by interfacing the RDS accounting with Vanco Solutions credit/debit card and ACH (Automatic Clearing House) processing. The Unite App extends this convenience to cell phone and tablets. Using ACH contributions can lower the cost of processing to less than ½ of 1%.

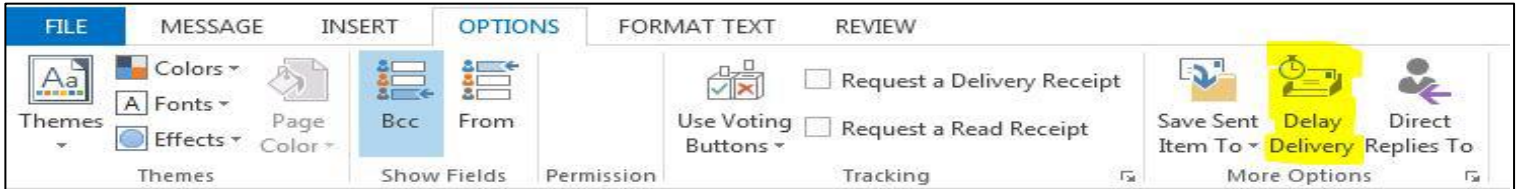
Can I compose an email now and schedule it to be sent later using RDS?

If you are using Microsoft Outlook as your email program, the answer is YES! (Other email programs may also have the capability, but this article is going to discuss the steps that need to be taken in Microsoft Outlook to schedule an email for later transmission.)

In RDS, using the email capabilities in either member records (MR391) or activities (AC391), build your email list by choosing individuals based on criteria you choose. For example this could be for all active members of the congregation, or everyone in a certain Sunday School class. RDS automatically “calls” or launches your default email program.

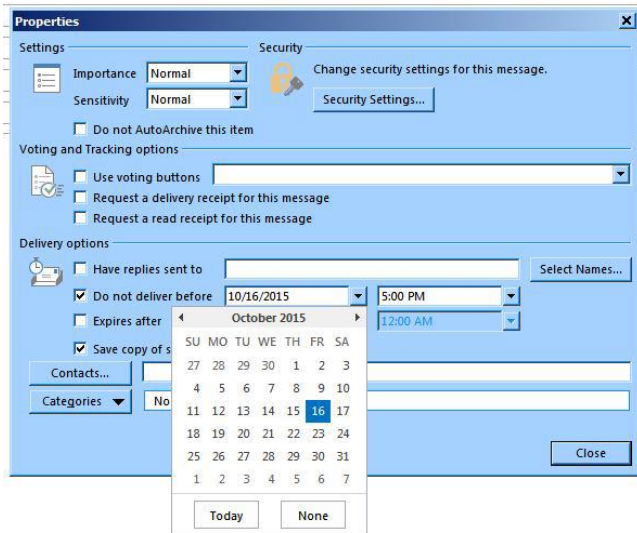
At that point you are done in RDS, and you may turn your focus to Outlook.

1. In the message, on the **Options** tab, in the **More Options** group, click **Delay Delivery**.



2. Click **Message Options**.

3. Under **Delivery options**, select the **Do not deliver before** check box, and then click the delivery date and time that you want.



4. After you click **Send**, the message remains in the **Outbox** folder until the delivery time.

Note If you are using a POP3 account, Outlook must remain open until the message is sent. To determine the type of account you are using, on the **Tools** menu, click **Account Settings**. On the **E-mail** tab, the **Type** column lists the type of accounts that are in your active Outlook profile.

RDS Training Classes

More than 300 new features and enhancements are added to RDS Advantage each year. You will find capabilities you didn't know you had, and learn neat shortcuts and time-savers.

You can enroll for just the classes that cover your work area:

- Monday.....Member Records and Contact Management
- Tuesday.....Activity Records and Insta Check-In
- Wednesday...Contributions and Bank Reconciliation
- Thursday.....General Ledger and Accounts Payable.
- Friday.....Payroll and Accounts Receivable

Enroll in classes for these dates:

- | | | |
|-----------|-----------|-----------|
| Aug 15-19 | Sep 12-16 | Oct 17-21 |
| Nov 14-18 | Dec 12-16 | |

Contact Gail Miller at (800) 337-6328 or (405) 840-5177 to enroll.