

What Works

A complimentary Newsletter from CareWorks Software

TECHNICAL SUPPORT

I know that some of you don't see the need for CareWorks Technical Support and that is certainly fine. If you have a Volunteer who has computer and database knowledge or an IT person on site, that is great!

However, many of you don't have that luxury. I want to offer you help with your CareWorks so that you can optimize it and let it do the work for you.

Because CareWorks has a separate file for the MS Access data, you have the ability to export your information (tables/queries, etc.) directly into MS Excel. I know that many of you feel quite comfortable with spreadsheets and it is a great way to get an overview of your Volunteer and Receiver information.

We have had some great successes helping programs design their own queries that will pull important statistical information from CareWorks that will help them apply for grants or just satisfy their Board Members.

If you have any questions, please contact me, speck@csiginc.com or toll free 866-274-4462 x100.

CAREWORKS FOR THE ADVANCED USER

Okay, you've been using CareWorks for years, but there are still tabs that you haven't explored. Do you use the Find a Volunteer button upper left on the Main Menu? Do you use the

Location Field in the Advanced Tab? Do you use the Classification Field that is in the Classification Tab?

If the answer is "NO" to any of these questions, you might be missing out!

You will need to familiarize yourself with the Maintenance Section of Careworks. Personally, I think this should be renamed, the "Customization Section". This is where you can truly make CareWorks sing!

For example, do you find that most Volunteers would prefer to serve in their own community or within a fairly short radius of where they live? Do you have Board Members asking which villages or towns send in the most requests for services? Yes? Then, please consider using the LOCATION field in CareWorks! There are multiple reports that are specifically tailored for LOCATION reporting, but first they must be set up in Maintenance.

Need some help? Please give a call!

FUNDRAISING IDEAS

We've suggested having In Memoriam Donations, perhaps you could have a newsletter that suggests "In Honor of" Donations.....gift-giving for the hard to buy for!!!! What do you think?



[Call for a free demo CD today](#)

Highlighted News

- Technical Support
- CareWorks for the Advanced User
- Fundraising Ideas

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