

What Works

A complimentary Newsletter from CareWorks Software

LOCATION Field in CareWorks

Some of the more savvy users of CareWorks are already using this feature, but I'd like to point it out to others who might find it helpful.

If you go into Maintenance from the Main Menu, you will notice a tab entitled "LOCATION". What is the purpose of this, you might ask?

Often programs serve a large area that may include more than one community. You may have Volunteers who only want provide transportation in their own community/town/county.

So, you would set up a specific LOCATION and then assign it a one or two letter code. More importantly, you then go into the individual Volunteer and Receiver records and, under the ADVANCED tab, you will use the drop down box to assign the specific location as needed.

How does this help you? Well, if you use the FIND A VOLUNTEER button on the Main Menu, the Location is a great way to search for a suitable match to an outstanding request.

Also, you will notice in the Reports section, there are quite a few reports filtered by LOCATION. You can check them out under Receivers, Volunteers and Services. This can be a great tool to track which specific communities you provide the most services for and you can easily give those statistics to your Board Members!

While you are in the ADVANCED tab for Receivers and Volunteers, you will also notice a drop down box for CareTeams. This can be populated in the Maintenance section of CareWorks just as Location was. Again, some groups use this because their Volunteers like to work in groups or teams, but that may or may not be something you want to get set up.

FUNDRAISING IDEAS

It's a new year, you need a new idea for a Fundraiser!

Do you have a Volunteer Appreciation lunch? Perhaps that is the place to start with a fashion show from a local dress, sportswear or accessories shop. The Volunteers could be the runway models, but for every item sold, your program would get a portion of the profit.

There could also be a raffle at this event which always brings in some healthy donations!

Often local merchants are so happy to have the exposure of their goods (free advertising!), that they are very cooperative and supportive to local community programs!



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

Highlighted News

- LOCATION Field
- CareTeams
- Fundraising Ideas