



April 2021 Tech Tips

Current Church Windows version 22.19.6 / Payroll 2021 SR3

Security Check

As new staff take over positions at the church, be sure to set up a new login for each user. Many areas in the different Church Windows module track who posted an entry, so to have a good audit trail, we recommend a unique login for employees and staff. At least one person should have access to the security screens, or even two, so there is a backup. Work your way through all the different tabs for the modules, and determine what access should be allowed. When a login is no longer needed, you cannot delete the login, but you can make it inactive. This preserves your audit trail and makes the login invalid if anyone attempts to log in with those credentials. [Here](#) you can find a document and video with more information about Church Windows Security.

Payroll

Before running your first quarterly 941 statements for 2021, make sure you are current and have installed the latest service release or SR3. Once the government makes the newest 941 form available, we create a patch you can download and install to add it to the program. SR3 (service release three) can be found on our [Current Updates](#) page.

Vanco

Sheltering in place due to the pandemic may have decreased worship attendance, but online giving has increased faster than ever. Our partner, Vanco, researched technology trends, how giving has changed, and how donors prefer giving online. Over the coming months, they will release these findings, and they also provide free kits, guides, and documents to help your church with your online donations.

April	Virtual Churchgoer Giving Study
May	Summer Giving Guide (i.e., Registrations)
June	7 Reasons to Choose eGiving



churchwindows
MANAGEMENT SOFTWARE



Why 2020's Biggest Change to Church Services Isn't Going Away

Vanco, an integrated eGiving partner of Church Windows, has crunched the numbers on the latest trends with their new Virtual Churchgoer study, which interviewed 1,000 online church worshipers across the country and denominations. The findings are surprising and suggest a major shift in church worship is already well underway. Download the study for free to get the details. After reading the study, churches will think twice about halting virtual services and be equipped with the key insights needed to prepare for the future.

[Get the study!](#)

Emails and Changes

Church Windows utilizes Constant Contact to communicate important information to our users. **DO NOT UNSUBSCRIBE TO CHURCH WINDOWS EMAILS THROUGH CONSTANT CONTACT!** If you unsubscribe, you will not receive any of our emails, **including updates and service releases**. To ensure that you receive updates, news, tech tips, and other important information from Church Windows, please take a moment to make sure we have the current email and contact information for your church. This can be done by emailing info@churchwindows.com with your current contact person and email address, or call 800-533-5227 and verify current contact information.

Backing Up

Remember to make backups of your data regularly. Back up often to prevent possibly having to re-enter data! You can perform this function yourself, and it only takes seconds. Don't depend on someone else. A secondary backup never hurts, even if your data is hosted on Church Windows Web.

[Church Windows Web & General Backup Information](#)



churchwindows
MANAGEMENT SOFTWARE
DESKTOP & WEB