



churchwindows
MANAGEMENT SOFTWARE



July 2021 Tech Tips

Current Church Windows version 22.19.6 / Payroll 2021 SR5

Payroll Service Release 5

The new 941 is the result of new legislation that only recently became available to us. Payroll 2021 SR5 containing the updated 941 form is available on our website. The return is timely filed, either by postmark or electric filing, if submitted by 8/2/2021. Please install before printing the 2nd Quarter 941.

DESKTOP CUSTOMERS: We notify you by email when the update is available on the [Download Current Updates](#) page of the website.

WEB CUSTOMERS: As usual, updates are installed for you. We forward an email letting you know when the update will be installed for you.

PLEASE VERIFY THAT THE OPENING PAYROLL SCREEN DISPLAYS PAYROLL 2021 SR5 BEFORE PRINTING 2ND QUARTER 941s.

For your convenience, we have assembled specific documents to walk you through conditions that may apply to your employee's pay and taxes.

[Payroll: State Taxes Special Situations](#)

Vanco News - Make Your Donation Pages Shine This Fall

Are you looking for an easy way to grow giving this fall? One of the simplest ways to boost donations is by optimizing your church's website. Download Vanco's free eBook to discover the simple tricks top churches use to optimize their giving page and grow donations. Vanco is an integrated eGiving partner of Church Windows.

[Get the eBook](#)



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Advance Groups/Classes and School Grades

It might be an excellent time to advance your groups/classes and school grade in Church Windows now that summer is here. Within the Membership module, there is a function to move the students within selected groups/classes to the next level. There is also a separate function to advance the school grade field on the individual records.

[Advance Groups/Classes and School Grade](#)

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 your church's current email and contact information. 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](#)



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