

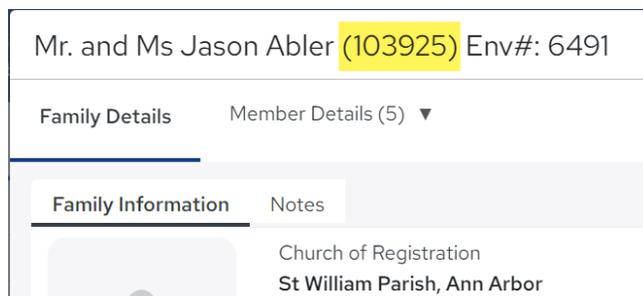
## Data Validation Checklist

In the Family Directory, you'll have access to the entire history of Families and Members. To ensure the accuracy of the newly imported data into the ParishSOFT Family Suite, please utilize the Validation Checklist provided below. The checklist is designed to help you confirm the information's validity.

The program includes various reports that facilitate a thorough review of your data. It is essential to disable any POP-UP blockers to ensure these reports are displayed properly.

Should you encounter any discrepancies, promptly report them by sending an email to the project manager or [parishsoftservices@ministrybrands.com](mailto:parishsoftservices@ministrybrands.com). When reporting, please include specific and detailed examples of the discrepancies, along with the Family or Member DUID. A few examples will suffice for initial reporting. **Important Note:** In the event of multiple issues, we kindly request that you send a separate email for each individual issue. This will help us address each one with the attention it deserves.

### Family DUID



Mr. and Ms Jason Abler (103925) Env#: 6491

Family Details Member Details (5) ▼

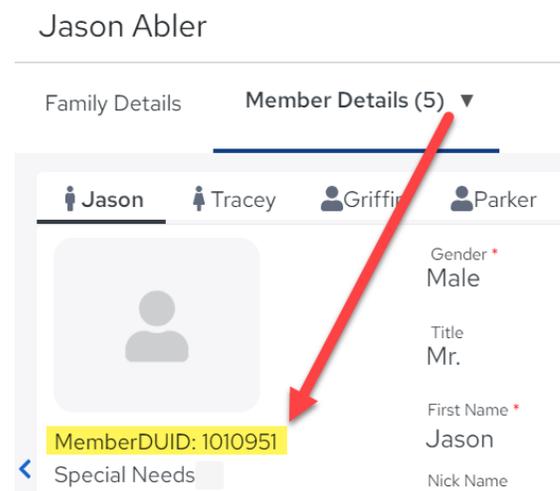
Family Information Notes

Church of Registration  
St William Parish, Ann Arbor

Click Here for Validation Video: [Validation Checklist](#)

NOTE: You may not have data for every module listed in the checklist. You only need to check those modules you have purchased and submitted data for.

### Member DUID



Jason Abler

Family Details Member Details (5) ▼

Jason Tracey Griffin Parker

Gender \*  
Male

Title  
Mr.

First Name \*  
Jason

Nick Name

MemberDUID: 1010951

Special Needs

Help within the ParishSOFT Family Suite – Each page has a help icon.



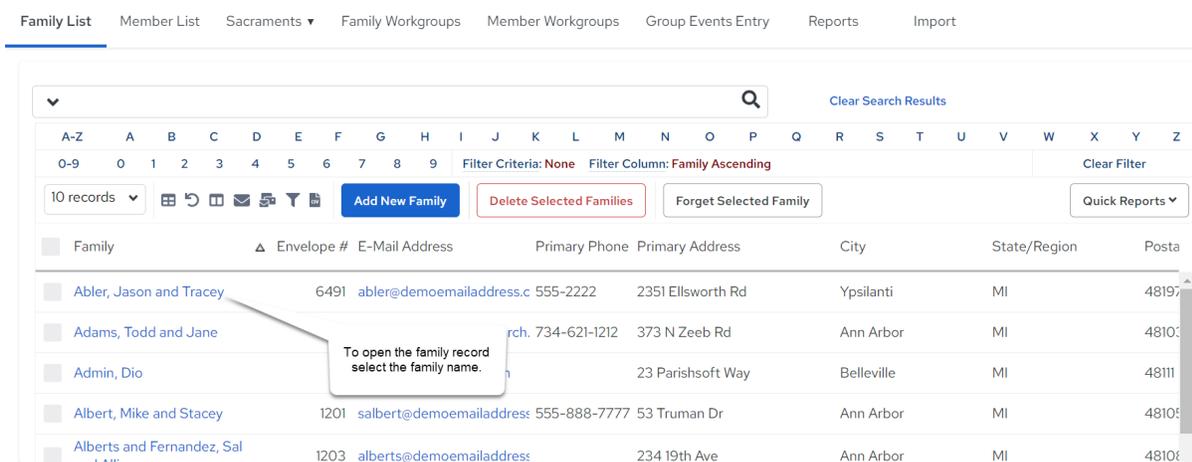
## Family Information

From Family Directory | Family List - Search for and Select a few families who you know have a lot of information in your old program.

- ☐ Click on their name in the family column and compare the family information for the same record in your old software application.

[Family-List-How-to-search-for-a-family-record](#)

**Is the data correct in ParishSOFT Family Suite? \_\_\_\_\_.**



## Envelope Numbers

- Check if the family's envelope number is correct **and** if they should be receiving envelopes.

**Is the data correct in ParishSOFT Family Suite? \_\_\_\_\_**

Family	Envelope #	E-Mail Address	Primary Phone	Primary Address	City	State/Region	Postal Code
Abler, Jason and Tracey	6491	abler@demoemailaddress.c	555-2222	2351 Ellsworth Rd	Ypsilanti	MI	48197
Adams, Todd and Jane	1129	adamsfamily@demochurch.	734-621-1212	373 N Zeeb Rd	Ann Arbor	MI	48103
Admin, Dio		training@parishsoft.com		23 Parishsoft Way	Belleville	MI	48111
Albert, Mike and Stacey	1201	salbert@demoemailaddress	555-888-7777	53 Truman Dr	Ann Arbor	MI	48109
Alberts and Fernandez, Sal and Allison	1203	alberts@demoemailaddress		234 19th Ave	Ann Arbor	MI	48106

Mr. and Ms Jason Abler (103925) Env#: 6491 St William Parish, Ann Arbor

Family Details Member Details (5)

**Family Information** Notes

Church of Registration  
**St William Parish, Ann Arbor**

Registration Date  
3/29/2017

Registration Status ▼  
Unregistered Date

Last Name \*  
Abler

First Name(s) \*  
Jason and Tracey

Formal Mailing Name  
Mr. and Ms Jason Abler

Informal Name  
Jason and Tracey Abler

Formal Salutation  
Mr. and Ms Abler

Informal Salutation  
Jason and Tracey

Email Address  
abler@demoemailaddress.com

Primary Phone  
555-2222

Emergency Phone  
555-3333

Emer. Ph. Desc.

Envelope #  
6491

Annual Gift \$  
0

Next  
[Giving History](#)

Map Code

Modified On: Tuesday, October 31, 2017 4:21 PM

Family Group  
Active

Primary Address  
Home Address

**Home** Mailing Other

Country  
United States

Postal Code plus 4  
48197 4855

Address Line 1  
2351 Ellsworth Rd

Address Line 2

City  
Ypsilanti

State/Region: Michigan

Phone Number

Send Mail

Send Contrib. Env.

Publish Phone

Publish Email

Publish Address

Publish Photo for Pictorial Directory

Send Magazine

## Member information

- Select a few members and verify their basic information.

**Is the data correct in ParishSOFT Family Suite?** \_\_\_\_\_

Todd Adams St William Parish, Ann Arbor

Family Details Member Details (4) ▾

Select each name to view the members data.

👤 Todd 👤 Jane 👤 Benjamin 👤 Maria ➕ Add 📄 Import



MemberDUID: 1011042  
Special Needs   
[Special Needs Details](#)

[Life Events](#)

Gender * Male	Title Mr.	First Name * Todd	Nick Name	Middle Name Eric	Last Name * Adams	Suffix	Maiden Name	Role * Husband	
Status * Active	Birth Date 1/15/1980	Age 44	Marital Status Married	Language English	Envelope # 0	Birth Place Wixom, MI 48393	Date of Death	Religion Roman Catholic	Ethnicity Caucasian

Next  Send?

General Contact Sacraments Religious Education Ministries Misc.

- While on the member tab check the information on the General tab – lower left-hand corner.

**Is the data correct in ParishSOFT?** \_\_\_\_\_

General Contact Sacraments Religious Education Ministries Misc.

**General & Communication**

Father Name ⓘ

Mother Name ⓘ

Maiden Name

Responsible Adult ⓘ

Sacrament Remarks

Created through new member creation process

**Education & Career**

Career Type

Details

School

Education

Grad Year

[College & Graduate School](#)

**Additional Information**

Username 🔑

Soc Sec #

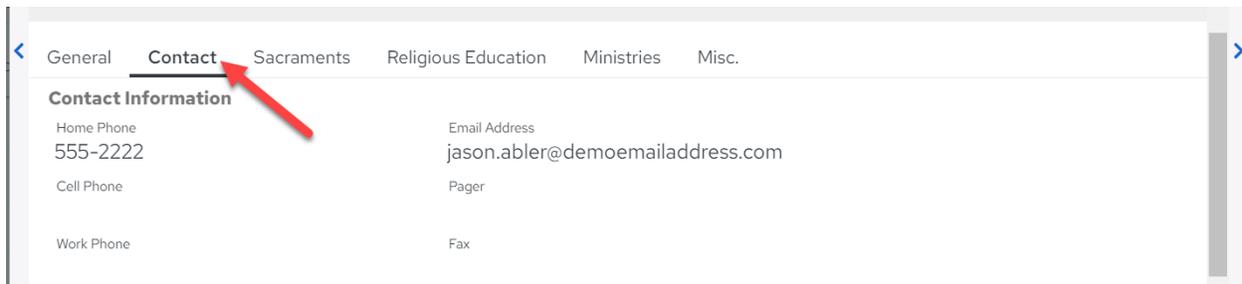
Aux ID

Vendor ID

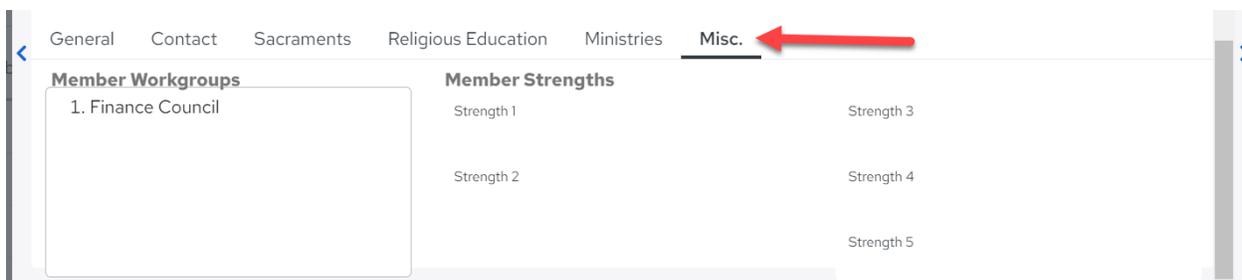
Member Notes

- Check the information on the Contact tab.

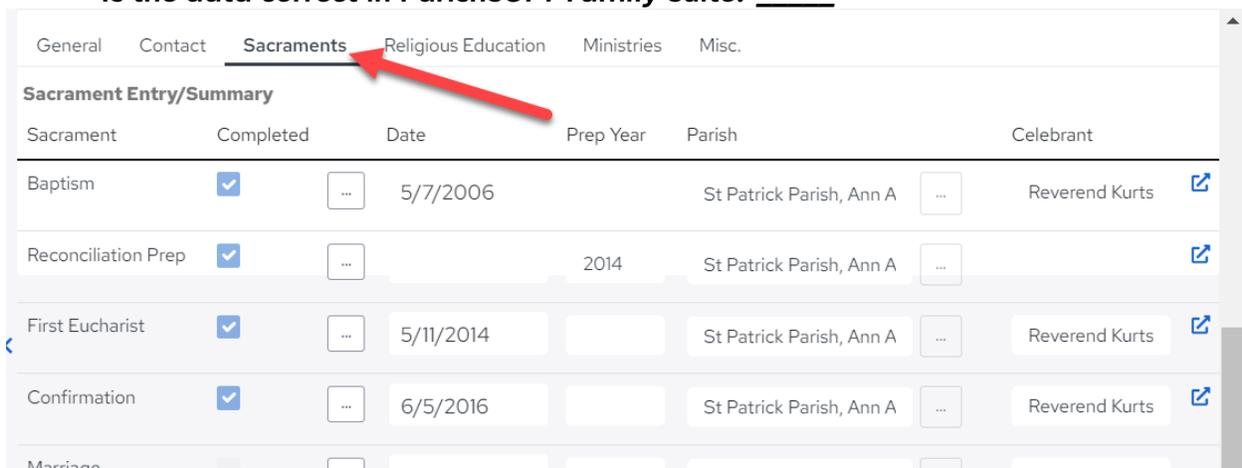
**Is the data correct in ParishSOFT Family Suite?** \_\_\_\_\_



- Check the information on the Misc. Tab.  
**Is the data correct in ParishSOFT Family Suite? \_\_\_\_\_**



- Check the information on the Sacraments Tab.  
**Is the data correct in ParishSOFT Family Suite? \_\_\_\_\_**



## Family Directory Count

- From the Family List screen click on the funnel icon , in the Filter box that opens choose **Both** and **All Groups**, Click **Apply**.

- ❑ Check the count in the lower left-hand corner of the Family List Screen to view the total records.

***Is the data correct in ParishSOFT Family Suite?***

***Note: If you had a data integration without a holding org this number may be different when combined with Diocesan data.***

- Next set the Family Filter to **Both**, **All Groups** and **Envelopes**, Click

**Apply.**

- ❑ Check the count in the lower left corner of the Family List Screen.

***Is the data correct in ParishSOFT Family Suite?*** \_\_\_\_\_

***NOTE: If your data has been integrated with Diocesan data this number may be different if the un-matched diocesan records remained in your parish.***

- From the **Member List** screen click on the funnel icon , in the Filter box that opens choose **Both, Any Group, and Active** and Click **Apply**.

Filter

Please enter and or select the criteria for searching. Only entered and selected values will be applied to by the filter. NOTE, clear any values from the 'Search' box, or change the 'Quick filter' dropdowns if you do not want these additional constraints.

Membership Status Both <span>1</span> ▼ ★	Member Envelopes (Any) ▼
Family Group (Any Group) <span>2</span> ▼ ★	Maiden Name
Member Status Active <span>3</span> ▼ ★	Full Name
Member Type (Any) ▼	Family Last Name
	Address

4

- ☐ Check the count in the lower left-hand corner of the Member List Screen.  
**Is the data correct in ParishSOFT Family Suite? \_\_\_\_\_**

## Sacrament Information

- Click on the **Sacraments** tab from within Family Directory

Family List Member List **Sacraments** 1 Family Workgroups Member Workgroups Group Events Entry Reports Import

10 records ▾ **2** Add/Edit Sacrament Add New Family Delete Selected Families Forget Selected Family Quick Reports ▾

Family Group Sacrament Entry Email Address Primary Phone Primary Address City State/Region Postal

- Check a member's sacraments – by choosing which Sacrament and Searching by Name.

Before adding new sacrament records you must do a search to make sure it does not exist. Search below.

Sacrament **1** ▾ Last Name **2** abler Maiden Name First Name Include Date Range

**3** Search Clear

- Click on the pencil box icon to View the Sacrament record.  
**Is the data correct in ParishSOFT Family Suite? \_\_\_\_\_**

	Completed On	Last Name	Maiden Name	First Name	Suffix	Member E-Mail	Age	Parish Info
	03/24/2004	Abler		Griffin			20	St James Parish, Ann Arbor
	04/29/2009			Parker			16	St James Parish, Ann Arbor
	08/02/2009	Abler		Spencer			15	Demo Church, Ann Arbor

**Edit Baptism record for Spencer Gregory Abler (3676)**

Member DUID: 1011095

Completed

Completed On

Prep Year

Parish

Celebrant

Baptismal Name

Faith of Baptism

Sponsor 1

Sponsor 2

Witness 1

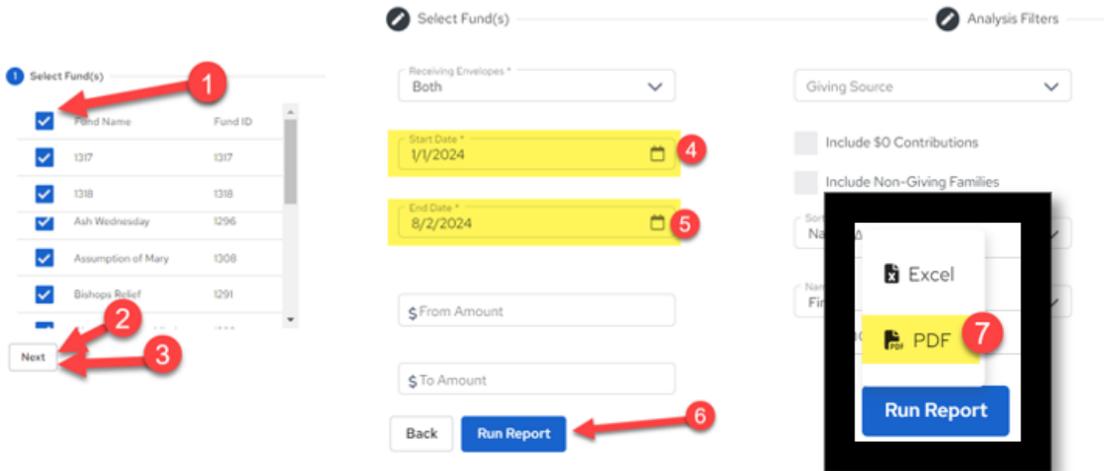
*Note: A red arrow points to the pencil icon in the table above, with a callout box that says "Select the pencil icon to view the sacrament record."*

# Offering

## Contribution Summary by Donor Report

- Select the **Offering** Tab to open the Offering Page.
- To get Family Giving Totals by Date Range run the **Analysis Report, Contribution Summary by Donor.**

Configure the report:



- Choose the PDF option and check several families' total contributions. Locate the file in your downloads and open it.

**Is the data correct in ParishSOFT Offering?** \_\_\_\_\_

St William Parish						
3767 Ranchero Drive Suite 100						
Ann Arbor, MI 48108						
Contribution Summary by Donor Report						
Period: 1/1/2000 - 8/2/2024						
All Donors						
Total Given Range: (no min) - (no max)						
All Groups						
11 Funds Selected						
Env #	Name(s)	Address		Home Phone	Total	Average
6491	Jason and Tracey Abler	2351 Ellsworth Rd	Ypsilanti, MI 48197 - 4855	555-2222	\$7,676.58	\$31.46
1129	Todd and Jane Adams	373 N Zeeb Rd	Ann Arbor, MI 48103 - 1552	734-621-1212	\$10,855.00	\$27.21
1201	Mike and Stacey Albert	53 Truman Dr	Ann Arbor, MI 48105	555-888-7777	\$75.00	\$37.50
1203	Sal and Allison Alberts and Fernandez	234 19th Ave	Ann Arbor, MI 48108		\$2,785.00	\$49.73
2349	Jennifer Albrecht	3810 Syracuse St	Dearborn, MI 48124 - 3324	313-694-4642	\$50.00	\$50.00
1155	Marion Allen	42 Vine Ave	Belleville, MI 48111	555-666-8888	\$2,745.00	\$49.91
1000	Paul and Andrea Allen	3 Jackson Blvd	Ann Arbor, MI 48108	545-2323	\$55.00	\$27.50
1025	Sarah Anderson	24 Gold Pl #45	Ann Arbor, MI 48108	555-888-9999	\$80.00	\$26.67
1013	Thomas and Andrea Anderson	8941 River Road	Ann Arbor, MI 48108	777-4444	\$93.00	\$31.00

## Contribution Summary by Fund

- Select the **Offering** Tab to open the Offering Page.

- To get Contributions for each fund, run the **Analysis Report, Contribution Summary by Fund Report**
- ☐ View fund totals for a particular date range.  
**Is the data correct in ParishSOFT Offering? \_\_\_\_\_**  
**Configure the report:**

1 Select Fund(s)      2 Analysis Filters      3 Report Filters

Start Date \*  6  
 End Date \*  7

\$ From Amount   
 \$ To Amount   
 Giving Source  8

Include \$0 Contributions

8

9

Online Giving  
 ParishSOFT Giving  
 Lockbox Import  
 Other Import  
 Faith Direct

<b>St William Parish</b>						
3767 Ranchero Drive Suite 100 Ann Arbor, MI 48108						
<b>Contribution Summary by Fund Report</b>						
Period: 1/1/2020 - 8/5/2024						
Fund ID	Fund Name	Total Given	Contributions	Families	Avg Contribution	Avg Per Family
1349	Christmas Flowers	\$375.00	7	7	\$53.57	\$53.57
1348	Easter Flowers	\$375.00	7	7	\$53.57	\$53.57
1353	Offertory	\$9,725.00	181	7	\$53.73	\$1,389.29
<b>Total</b>		<b>\$10,475.00</b>	<b>195</b>	<b>7</b>	<b>\$53.72</b>	<b>\$1,496.43</b>

**Pledges**

- Select the **Offering** Tab to open the Offering Page.
- To get Family/Member Pledge Reports run the **Pledge Report, Donor List**.

Pledge Reports

5

6 Excel  
 PDF

Select a Fund \* Building Fund Campaign 1

Start typing to search

Select a Pledge Report Donor List 2

---

Show Pledges That Start Between Start Date 1/1/2000 3

and

End Date 8/5/2024 4

Donor List	
St William Parish	
Building Fund Campaign	
<hr/>	
Report Summary	
<hr/>	
	<b>Total Pledged:</b> \$1,700.00 <b>Total Paid:</b> \$0.00 <b>Pledge Balance</b> \$1,700.00
	<b>Sustaining Gift Count:</b> 0

- Scroll down the Excel file to compare the Initial Pledge, Adjustments, and Balance for several Pledges.

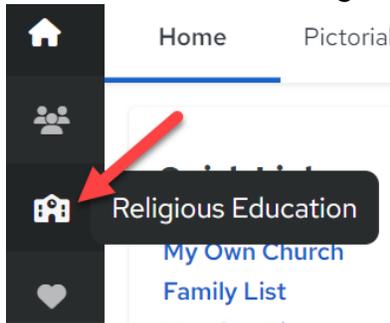
**Is the data correct in ParishSOFT Offering? \_\_\_\_\_**

Donor List																																																									
St William Parish																																																									
Building Fund Campaign																																																									
<hr/>																																																									
	<table border="1" style="width: 100%; border-collapse: collapse; font-size: small;"> <thead> <tr> <th>Env #</th> <th>Pledge ID</th> <th>Family ID</th> <th>Family Name</th> <th>Address</th> <th>City</th> <th>State</th> <th>Zip</th> <th>Start Date</th> <th>Freq</th> <th>Pledged</th> <th>Adjustments</th> <th>Paid</th> <th>Balance</th> </tr> </thead> <tbody> <tr> <td>3330</td> <td>63</td> <td>103967</td> <td>Fiaton, Jonathan and Tracy</td> <td>3752 S Slate Rd</td> <td>Ann Arbor</td> <td>MI</td> <td>48106-1824</td> <td>4/1/2017</td> <td>Quarterly</td> <td>\$500.00</td> <td>\$0.00</td> <td>-</td> <td>\$500.00</td> </tr> <tr> <td>4249</td> <td>62</td> <td>103914</td> <td>Spindler, Raymond and Kimberly</td> <td>12 Truman Dr</td> <td>Allen Park</td> <td>MI</td> <td>48102</td> <td>4/1/2017</td> <td>Monthly</td> <td>\$1,200.00</td> <td>\$0.00</td> <td>-</td> <td>\$1,200.00</td> </tr> <tr> <td colspan="10"><b>Report of 2 Pledges from 2 Givers</b></td> <td><b>\$1,700.00</b></td> <td><b>\$0.00</b></td> <td><b>\$0.00</b></td> <td><b>\$1,700.00</b></td> </tr> </tbody> </table>	Env #	Pledge ID	Family ID	Family Name	Address	City	State	Zip	Start Date	Freq	Pledged	Adjustments	Paid	Balance	3330	63	103967	Fiaton, Jonathan and Tracy	3752 S Slate Rd	Ann Arbor	MI	48106-1824	4/1/2017	Quarterly	\$500.00	\$0.00	-	\$500.00	4249	62	103914	Spindler, Raymond and Kimberly	12 Truman Dr	Allen Park	MI	48102	4/1/2017	Monthly	\$1,200.00	\$0.00	-	\$1,200.00	<b>Report of 2 Pledges from 2 Givers</b>										<b>\$1,700.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,700.00</b>
Env #	Pledge ID	Family ID	Family Name	Address	City	State	Zip	Start Date	Freq	Pledged	Adjustments	Paid	Balance																																												
3330	63	103967	Fiaton, Jonathan and Tracy	3752 S Slate Rd	Ann Arbor	MI	48106-1824	4/1/2017	Quarterly	\$500.00	\$0.00	-	\$500.00																																												
4249	62	103914	Spindler, Raymond and Kimberly	12 Truman Dr	Allen Park	MI	48102	4/1/2017	Monthly	\$1,200.00	\$0.00	-	\$1,200.00																																												
<b>Report of 2 Pledges from 2 Givers</b>										<b>\$1,700.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,700.00</b>																																												

## Religious Education Information

- **Sessions**

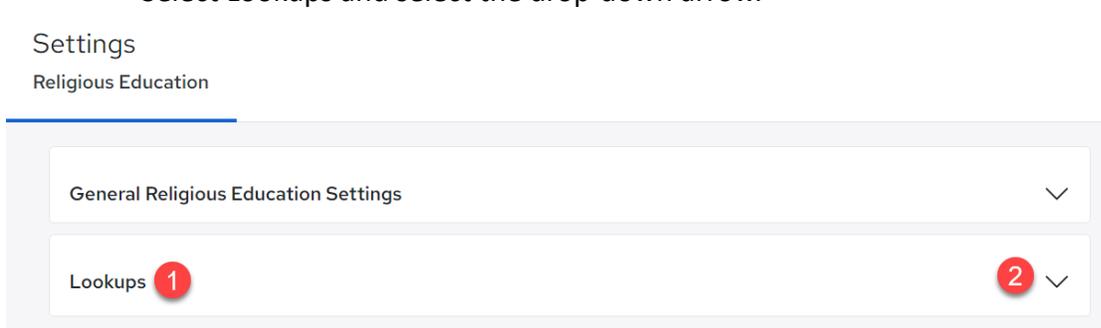
- Select the **Religious Education Tab**



- Select the Settings icon in the upper right of the screen.



- Select Lookups and select the drop-down arrow.



- ☐ Select term to verify your teams are listed.

***Is the data correct in ParishSOFT Religious Education? \_\_\_\_\_***

Term <sup>3</sup>	Building	Room	Department	Grade	Volunteer Role				
Name	Start & End Dates		Active	Default	Uses Sessions	<a href="#">+ Term</a>			
2016/2017	09/11/2016 - 06/04/2017		✓		✓				
2019/2020	09/03/2019 - 06/12/2020		✓		✓				
2020/2021	08/30/2020 - 04/25/2021		✓		✓				
2022-2023	08/01/2022 - 07/01/2023		✓	✓	✓				

## Classes

- After selecting **Classes & Session**, select **Classes**, update the **Term**, and **Export** the report.

**Is the data correct in ParishSOFT Religious Education? \_\_\_\_\_**

Classes & Sessions 2022-2023

Classes Sessions

Sessions: All Sessions, Departments: All Departments, Grades: All Grades, Location: All Locations

Name	Session	Leader	Grade	Capacity
<a href="#">1st Grade</a>	Monday 4 PM	Madison Posey	1	4 / 15
<a href="#">2nd Grade</a>	Monday 4 PM		2	3 / 15
<a href="#">3rd Grade</a>	Monday 4 PM	Cristina Pepper	3	5 / --

	A	B	C	D	E	F
1	Class Name	Session	Leader	Grades	Student Count	Capacity
2	1st Grade	Monday 4 PM	Madison Posey	1	4	15
3	2nd Grade	Monday 4 PM		2	3	15
4	3rd Grade	Monday 4 PM	Cristina Pepper	3	5	
5	4th Grade	Monday 4 PM	Armstrong McCoy	4	4	
6	5th Grade	Monday 4 PM	Clancy Yates	5	5	20
7	6th Grade	Monday 4 PM	Martha Goldsmith	6	7	
8	7th Grade	Monday 4 PM		7	8	
9	8th Grade	Monday 4 PM	Jason Abler	8	10	30
10	Confirmation	Sacramental Prep		7, 8	18	
11	RCIA	RCIA			0	

## Student Directory

- After selecting **Students & Volunteers, Students**, update the **term** and **Export** the report.

- Note: not all programs have data that fits our structure so it might be in a different format, but you should be able to see historical information for your students.

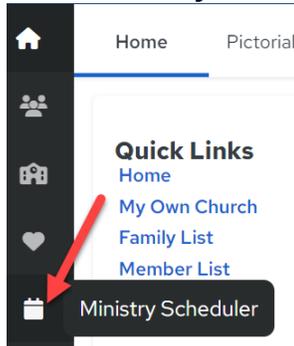
**Is the data correct in ParishSOFT Religious Education? \_\_\_\_\_**

	A	B	C	D	E	F	G	H	I	J	K	L	M
	Last Name	First Name	Session	Class	Enrollment Date	Unenrollment Date	Grade	Age	Gender	Family	Phone	Baptism Completed	Baptism Date
2	Smith	Aaron	Monday 4 PM	7th Grade	9/12/2022		7	15	M	Steven and Rebecca Smith	333-7777	X	6/29/2017
3	Smith	Aaron	Sacramental Prep	Confirmation	10/31/2022		7	15	M	Steven and Rebecca Smith	333-7777	X	6/29/2017
4	Wong	Adam	Monday 4 PM	8th Grade	9/13/2022		8	15	M	Andrew and Anne Wong	888-999-5521	X	10/11/2008
5	Wong	Adam	Sacramental Prep	Confirmation	10/31/2022		8	15	M	Andrew and Anne Wong	888-999-5521	X	10/11/2008
6	Navarre	Alanna	Monday 4 PM	1st Grade	9/12/2022		1	9	F	Jason and Estelle Navarre	734-613-6574	X	5/30/2015
7	Anderson	Alexander	Sacramental Prep	Confirmation	10/31/2022		8	16	M	Peter and Ellen Stevenson		X	7/6/2008
8	Anderson	Alexander	Monday 4 PM	8th Grade	9/13/2022		8	16	M	Peter and Ellen Stevenson		X	7/6/2008
9	Johnson	Ashlee	Monday 4 PM	6th Grade	9/12/2022		6	13	F	Debbie Maddax			
10	Spindler	Brad	Monday 4 PM	5th Grade	9/12/2022		5	13	M	Raymond and Kimberly Spindler	555-444-7777		
11	Miller	Camden	Monday 4 PM	6th Grade	9/12/2022		6	13	M	Christopher and Erica Miller	734-480-1111		
12	Mueller	Cassandra	Monday 4 PM	4th Grade	9/16/2022		4	12	F	Eric and Rebecca Mueller	555-1212		
13	Oberhausen	Cecelia	Monday 4 PM	1st Grade	9/12/2022		1	8	F	Michael and Fran Oberhausen	313-564-8910	X	2/5/2017

# Ministry Scheduler

## Count of Ministries

- Select **Ministry Scheduler** Tab and **Minister Directory**



- Count of Ministries
- Select Ministry Directory, then the **Filter** icon

Configuration **Minister Directory** 1 Teams Preferences Scheduling Options Scheduling Reports



- From the Advanced Filter box that opens choose filters: Select **All Ministry Groups** and you can get a *count of all members in a ministry* or choose different *combinations* to see data and get counts.

## Advanced Filter

Last Name:

Ministry Group: All 3

Ministry: All

Ministry Role: All

Ministry Event: All

Trained: Any

Sub Only: Any

Volunteered: Any

Date Filtering:  Enable Date Filtering

Include or Exclude Selected Criteria

Select "Include" to include all ministers with the selected filter criteria

4

- ❑ Export the report and open it.  
**Is the data correct in ParishSOFT Ministry Scheduler? \_\_\_\_\_**

A-Z	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
0-9	0	1	2	3	4	5	6	7	8	9	Filter Criteria: None		Filter Column: Ministr				

10 records ▾ [View Incomplete Minister Records](#) Quick Reports ▾

- Filtered on Liturgy, Lector

Advanced Filter

Last Name:

Ministry Group: Liturgy ▾ **1**

Ministry: Lector ▾ **2**

Ministry Role: All ▾

Ministry Event: All ▾

Trained: Any ▾

Sub Only: Any ▾

Volunteered: Any ▾

Date Filtering:  Enable Date Filtering

Include or Exclude Selected Criteria

Select "Include" to include all ministers with the selected filter criteria

**3** Apply Filter Clear Filter Cancel

- Export the report and open it.  
**Is the data correct in ParishSOFT Ministry Scheduler? \_\_\_\_\_**

A-Z	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
0-9	0	1	2	3	4	5	6	7	8	9	Filter Criteria: None		Filter Column: Ministr				

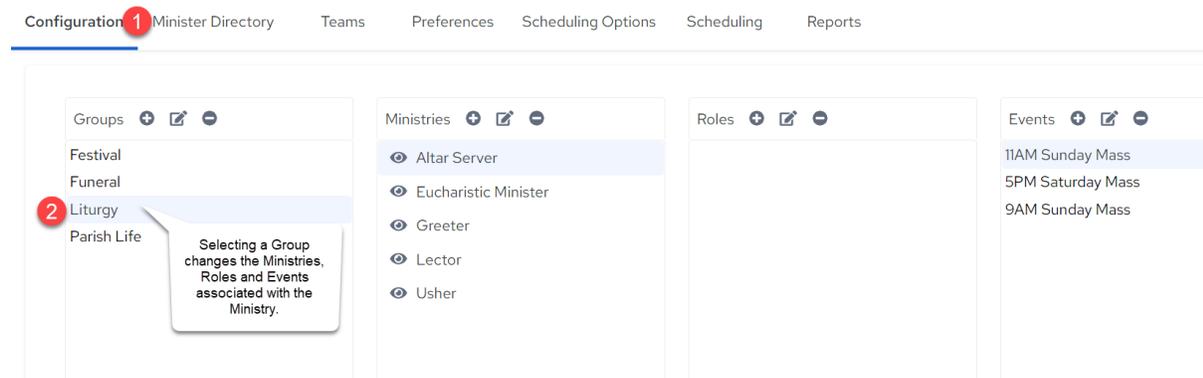
10 records ▾ [View Incomplete Minister Records](#) Quick Reports ▾

- Count of Ministers  
**Is the data correct in ParishSOFT Ministry Scheduler? \_\_\_\_\_**

## Configuration

- ❑ Ministry Scheduler - If you are a Time & Talent user, the **Ministry Scheduler Configuration** page initially displays values brought into Ministry Scheduler from Time & Talent.

**Is the data correct in ParishSOFT Ministry Scheduler? \_\_\_\_\_**



Please email your project manager or [parishsoftservices@ministrybrands.com](mailto:parishsoftservices@ministrybrands.com) with any missing or incorrect information and provide:

1. Two-Three examples of the concern
2. Family or member name (s)
3. Family or member DUID

**NOTE: If you find multiple issues, we request that you send a separate email for each issue.**

If you are satisfied with your data, please respond to your **data review email** with your acceptance.

## Enhance Your Training with Complimentary and Premium Options

At ParishSOFT, we are committed to supporting our customers' training needs. To this end, we provide a range of options that include complimentary resources and premium services available for purchase.

### Introducing PATHFinder

PATHFinder is our dedicated learning management system, designed to streamline your training experience with ParishSOFT products. As a valued ParishSOFT user, you gain complimentary access to an extensive library of training videos and courses within PATHFinder. To take advantage of this resource, simply sign up.

### Getting Started with PATHFinder

To register, use the PATHFinder self-sign-up link: <https://parishsoft.litmos.com/self-signup/> (Note: This link is valid for a single use per computer). Once registered, you can log in at <https://parishsoft.litmos.com>. For ease of access in the future, we recommend bookmarking this page.

**Access Code:** Your sign-up code is: **Welcome**

**ParishSOFT Success Lab**

ParishSOFT Success Lab offers webinars and small group training courses to help you effectively use your software to its fullest potential. These sessions provide valuable insights and hands-on experience, allowing you to maximize productivity and efficiency. Previous Success Labs can be found in PATHFinder.

**Knowledgebase**

Have a question you need an answer to check out our Knowledgebase at <https://www.parishsoft.com/support/>. Search hundreds of articles to receive directions w/images to help you complete your tasks.

**[Support@parishsoft.com](mailto:Support@parishsoft.com)**

Once you go live, if you need assistance, have a suggestion for an enhancement request or the program isn't functioning, please reach out to our support team.