

# Membership

Membership stores information related to people who participate in your ministries and activities and who are involved in the life of the congregation. It also tracks information related to organizations, classes and committees and empowers you to communicate more effectively.

## Features and Benefits

- Track contact information, demographic data, classes and committees for families and individuals
- Tag member records with profile codes to indicate interests, talents, leadership roles, teams and other items of interest
- Create and send HTML-capable e-mails to targeted groups of members or to your entire congregation
- Use the ShelbyCOMMUNICATOR tool to identify a member's preference for contact (phone, mail, or e-mail) and generate the appropriate list to enable the preferred method of communication
- Maintain details related to classes, departments, divisions, worship services, missions, and any other organization or group with membership participation
- Integrate your Membership data with word processors, spreadsheets, and mail management tools to increase your productivity
- Generate standard or custom reports including mailing labels and visitation cards - you can even design your own forms
- Utilize the Promotion feature to make annual Sunday School promotions more streamlined
- Access to member contact information such as maps, e-mail addresses, phone numbers and websites are only a click away
- View quick summaries of demographic data and attendance and giving history
- Utilize Update Selected Fields feature to quickly add or change information for multiple records simultaneously
- Combine Membership information with data from Attendance and Contributions to create reports and metrics to help you analyze the health of your organization
- Route directions for visitation by utilizing mapping integration with Internet mapping services and Microsoft® MapPoint
- Add the Pose n' Print module to store individual or family photos
- Keep your mailing lists current with updated mailing addresses and reduce postage costs by adding ShelbyMAILROOM and MOVE Agent
- Export calling lists to PhoneTree or PhoneTree OnDemand to round up volunteers, communicate event details or give meeting reminders
- Incorporate with e-Solutions to allow members to update or view contact information securely online
- Use the ShelbyEZ-VIEW feature to empower pastors and other staff with a quick, easy access to contact information, e-mail, mail merge, and reports.

### Required modules:

- GlobaFILE

### Optional module(s):

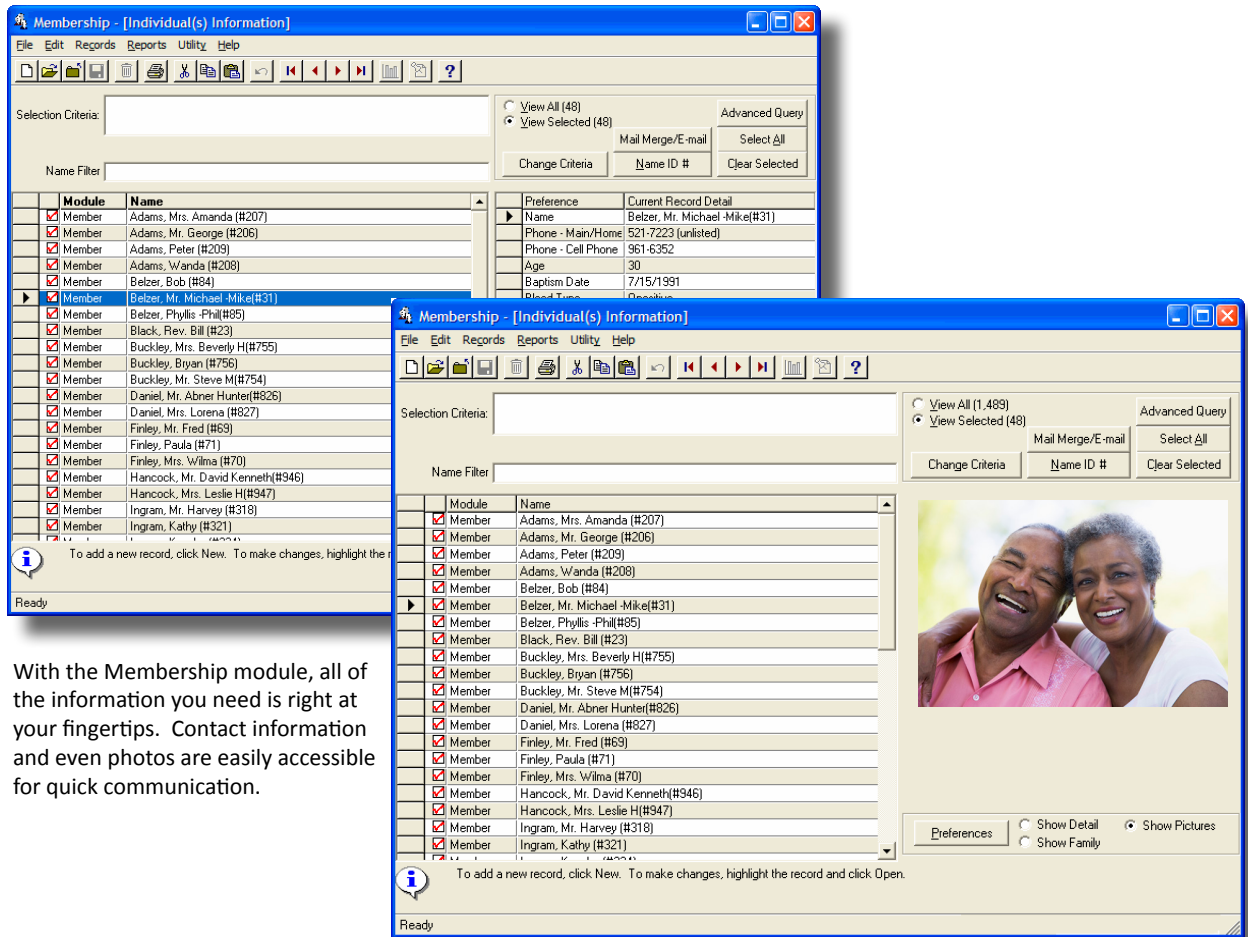
- Attendance
- Check-In
- Contributions
- e-Solutions
- Groups
- Pose n' Print
- Reaching
- Servant

Buy these Shelby Add-on products to boost the power of **Membership**:

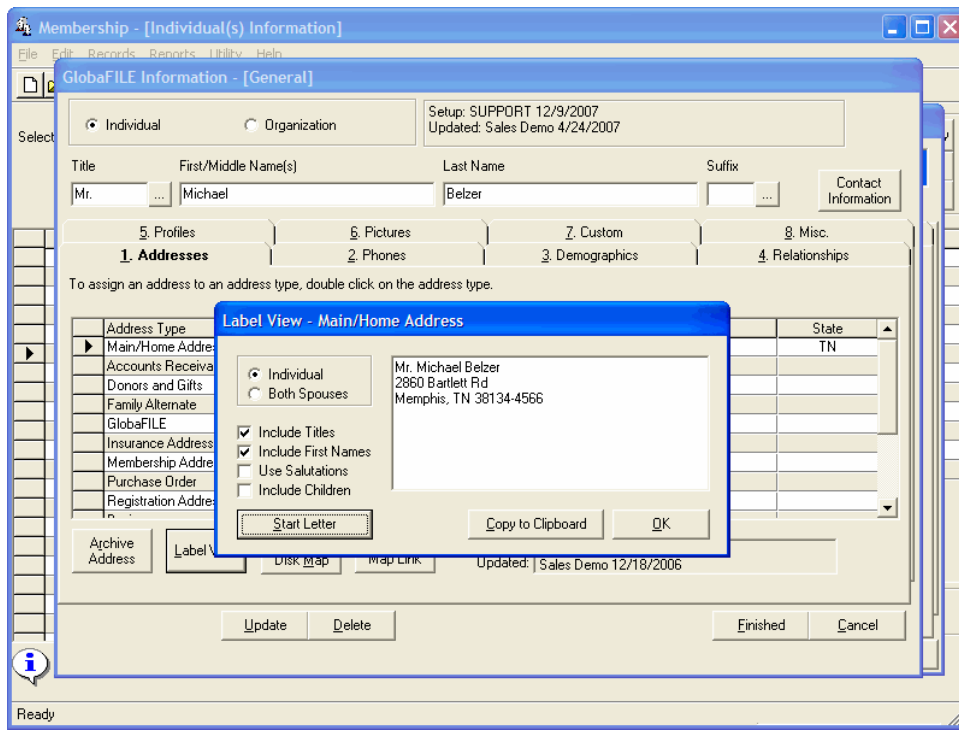
- MOVE Agent
- PhoneTree and PhoneTree OnDemand
- ShelbyMAILROOM



shelbysystems



With the Membership module, all of the information you need is right at your fingertips. Contact information and even photos are easily accessible for quick communication.



Simply click Start Letter and Microsoft Word® opens.