

CENTRAL CALIFORNIA CONFERENCE OF SEVENTH-DAY ADVENTISTS

*Church Treasurers
Training Session
September 23, 2018*

WELCOME

Please Sign-In

JEWEL 7.0
UPGRADE



- Contents...
- Index...
- Treasurer's Handbook...
- Check for Updates...
- Request ScreenShare
- Test Internet Connection...
- About Jewel...

Next Step **Start New Offering**

Write Checks

Transfer Funds

Reconcile

Reports & Graphs

Central California Conference

Test 092417

Test Treasurer Treasurer

No offerings entered yet

No checks so far

Jewel[®]

Church Accounting System

Next Step **Start New Offering**

Write Checks

Transfer Funds

Reconcile

Reports & Graphs

Central California Conference
Test 092417
Test Treasurer Treasurer

No offerings entered yet
No checks so far

Update Available

An update for Jewel is available.

Your version: 6.0.7
New version: 7.0.100

Would you like to download the new version now?

Yes

No

JEWEL 7.1

File Offerings Accounting Maintenance Help

Jewel
Church Accounting System®

NextStep: **Enter Contributions**

Write Checks

Transfer Funds

Reconcile

Reports & Graphs



JEWEL 7.0

HOW TO GET

HELP

JEWEL 7.0

WHAT'S NEW

JEWEL 7.0

**ADVENTISTGIVING
DOWNLOAD**

Jett
Church Account

NextStep: **Start New Offering**

New Offering

New Offering


Offering Date 09/22/18

Offering Total

Import from AdventistGiving

No More Offerings in October

OK Cancel





Import Offering from AdventistGiving



Date 04/15/2016

Offering Total 8,440.10



Accounts 4 not mapped

AdventistGiving		Jewel	Amount
0001 Tithe	-->	80.01 Tithe	6,375.10
100 1 - Local Church Budget	-->		1,833.00
102.22 3 - Christian Education	-->		55.00
100.99 2 - Local Annual Sacrifice	-->		167.00
109.95 AY JCI	-->		10.00

Map Account...

Donors 13 not mapped

AdventistGiving		Jewel	Amount
	-->		550.00
	-->		215.00
	-->		500.00
	-->		600.00
	-->		330.00
	-->		46.61
	-->		550.00
	-->		660.00
	-->		1,071.00
	-->		480.00
157	-->		750.00

Map Donor...

Import Offering from AdventistGiving

Date

Offering Total

Accounts **4 not mapped**

AdventistGiving		Jewel	Amount
0001 Tithe	-->	80.01 Tithe	6,375.10
100	1 - Local Church Budget -->		1,833.00
102.22	3 - Christian Education -->		55.00
100.99	2 - Local Annual Sacrifice -->		167.00
109.95 AY JCI	-->		10.00

OK Cancel

Map Account...

Map AdventistGiving Account

AdventistGiving Account

NAD Code Local Code Description

OK Cancel

Jewel Account

Account Name

Type

ID

Name

Memo

☒ Tax Deductible

Map Donor...

st offering: 10/31/13
05, written 10/31/13



Import AdventistGiving Donor



AdventistGiving Donor

Name

Address

Member ID

☒ Existing Jewel Donor

Donor Name

Address

ID

☐ New Jewel DonorID (100 or above is recommended)

First Name

Last Name

Address



Map Account...

Map Donor...



JEWEL 7.0

VOIDING A CHECK



Void a Check



Time Period

☒ Last 3 Months Only ☐ Show All Checks

Sort Order

☒ Date ☐ Check # ☐ Payee ☐ Amount ☐ Memo

1. Choose a Check:

Date	Check #	Payee	Amount	Memo
05/31/18	4622	Central California Conference of SI	4,528.00	05/2018 Conf. Remittance
05/31/18	4621	Pacific Union Conference	5,750.00	Mortgage loan payment -
05/31/18	4620	Morton Construction, Inc	150,000.00	Initial payment for church building
04/30/18	4619	Central California Conference of SI	3,145.05	04/2018 Conf. Remittance
04/06/18	4618	PG&E	167.00	JAN-MARCH 15, 2018 - Confirm. No. 0030878988181

2. Enter Memo:

Date Memo
09/30/18 Void check #4622 on 05/31/18

Void a Check



Time Period

☒ Last 3 Months Only ☐ Show All Checks

Sort Order

☒ Date ☐ Check # ☐ Payee ☐ Amount

1. Choose a Check:

Date	Check #	Payee
05/31/18	4622	Central California Conference
05/31/18	4621	Pacific Union Conference
05/31/18	4620	Morton Construction, Inc
04/30/18	4619	Central California Conference
04/06/18	4618	PG&E

Jewel

You are about to void check #4618,
written on 04/06/18
to PG&E
for \$167.00

Because this check's accounting period is closed,
a correcting entry will be made in the current accounting period.

Is this correct?

Yes No

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ACCOUNT DIGITS



Properties



Church Info General Internet **Accounts** Reports Report Formats

Banking Information
Default Deposit Account
3.1 Checking - Union Bank of California + ▾
Default Checking Account
3.1 Checking - Union Bank of California + ▾
Remit To:
tral California Conference of SDA - PO Box + ▾

Currency
Currency Type
\$ Dollars
(Symbol is set in Control Panel, Regional Settings)
☐ Use 0 digit Account IDs - Conference
☐ Use 4 digit Account IDs - Non-Conference
☐ AdventistGiving: Not Detecting NAD Accounts

Default Account Order for Contributions

Account	Amount
80.01 Tithe + ▾	(ignored)
100 Combined Budget	(ignored)
900 Building Fund	(ignored)
270 Multimedia Ministries	(ignored)
81.14 World Missions	(ignored)

Insert

Delete

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**REPORTING
LIABILITIES**

JEWEL 7.0

**MORTGAGES
PAYROLL LIABILITIES
SCHOOL SUBSIDIES
CCC A/R ACCOUNTS**

JEWEL 7.0

BALANCE SHEET

Mortgage Loan Test Database

Printed 9/30/2018

Balance Sheet (Page 1)

For the period from Oct. 1, 2013 to Oct. 31, 2013

Account	Amount
Assets	
Union Bank of California - Chec	<u>165,511.12</u>
Total Assets	165,511.12
Liabilities	
Total Liabilities	<u>0.00</u>
Fund Balance	
Funds	<u>165,511.12</u>
Total Fund Balance	165,511.12
Total Liabilities and Funds	<u>165,511.12</u>

JEWEL 7.0

P&L REPORT

Mortgage Loan Test Database

Printed 5/12/2018

Local Fund Income/Expense Report (Page 1)

All Accounts - For the period from 10/31/2013 to 10/31/2013

Account	Amount
Income	
New Building Fund...	1,401,349.73
Funds for Loan Payment	173,540.76
Total Income	1,574,890.49
Expenses	
New Building Fund...	1,401,349.73
MORTGAGE PAYMENTS.	
Principal Paid..	25,607.01
Interest Paid...	72,422.63
Total Expenses	1,499,379.37
Change in Local Funds	75,511.12
Local funds - beginning	-33,327.66
Local funds - ending	42,183.46

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**SHOW ACCOUNT ID
ON FINANCIAL
SUMMARY REPORT**

Properties



Church Info

General

Internet

Accounts

Reports

Report Formats

Select Automatic Reports

Monthly Reports ▾

Report Type	Time Period	Copies
Contribution Report - Detail	Last month	1
Deposit Report	Last month	1
Checks Written Report	Last month	1
Transfer/Allocation Report	Last month	1
Financial Summary	Last month	1
Financial Summary	This fiscal year-t	1

Copies to Print

1 ▴ ▾

☐ All Reports

Add...

Delete

Report & Check Calibration

Horizontal Nudge ☐ Left ☒ Right

1/16 inch = 90
1/8 inch = 180
1/4 inch = 360

Vertical Nudge ☐ Up ☒ Down

Print a Calibration Test Page

Report Options

☒ Show Account ID on Financial Summary

☐ Show Subtotals on Financial Summary Detail

Max Amount for Non-itemized Contributions

Print Jobs

Pages per Print Job

(Try a lower number if you are receiving "out of memory" errors while printing.)

Financial Summary

Dates

This month-to-date (June) ▼

06/01/18 To 06/30/18

☒ Summary

☐ Detail

ID	Account	Begin. Bal.	Deposits	Checks	Transfers	Ending Bal.
3.1	Checking - Union Bank of California	<u>420,039.91</u>	<u>-1,500.00</u>	<u>9.00</u>		<u>418,530.91</u>
	***** Total Bank Accounts	420,039.91	-1,500.00	9.00	0.00	418,530.91
1800	Mortgage Payable	573,500.00				573,500.00
1801	Mortgage Principal Paid	1,500.00				1,500.00
1802	Loans Received	<u>-575,000.00</u>				<u>-575,000.00</u>
	**** Total Liabilities	0.00	0.00	0.00	0.00	0.00
59	Mortgage Payments	0.00				0.00
100	Combined Budget	3,000.00	-1,000.00			2,000.00
201	Poor Fund	50.00				50.00
270	Multimedia Ministries	25.87				25.87
340	Local Evangelism	40.00				40.00
341	ACS	15.00				15.00
450	SS Expense	534.17				534.17
540	Women's Ministries	34.42				34.42
550	Youth Ministries	203.05				203.05
700	Church Expense	-5,728.56		9.00		-5,737.56
700.53	Post Office Box Rental #139	-240.00				-240.00
900	Building Fund	421,037.17				421,037.17
901	FUNDS DUE TO CCC	952.74				952.74
903	Pastor Appreciation	100.00				100.00
904	Laptop Fund	<u>16.05</u>				<u>16.05</u>
	*** Total Local Funds	420,039.91	-1,000.00	9.00	0.00	419,030.91
80.01	Tithe	<u>0.00</u>	<u>-500.00</u>			<u>-500.00</u>
	*** Total Conference Funds	<u>0.00</u>	<u>-500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>-500.00</u>
	**** Total Funds	<u>420,039.91</u>	<u>-1,500.00</u>	<u>9.00</u>	<u>0.00</u>	<u>418,530.91</u>
	***** Total Liabilities and Funds	420,039.91	-1,500.00	9.00	0.00	418,530.91

JEWEL 7.0

**SHOW SUB-TOTALS
ON FINANCIAL
SUMMARY DETAIL**

Properties



Church Info

General

Internet

Accounts

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Report Formats

Select Automatic Reports

Monthly Reports ▾

Report Type	Time Period	Copies
Contribution Report - Detail	Last month	1
Deposit Report	Last month	1
Checks Written Report	Last month	1
Transfer/Allocation Report	Last month	1
Financial Summary	Last month	1
Financial Summary	This fiscal year-t	1

Copies to Print

1

☐ All Reports

Add...

Delete

Report & Check Calibration

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Report Options

☐ Show Account ID on Financial Summary

☒ Show Subtotals on Financial Summary Detail

Max Amount for Non-itemized Contributions

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Pages per Print Job

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Financial Summary

Dates:

This month-to-date (June)

06/01/18 To 06/30/18

☐ Summary

☒ Detail

ID	Account	Begin. Bal.	Deposits	Checks	Transfers	Ending Bal.
3.1	Checking - Union Bank of California	<u>420,039.91</u>	<u>-1,500.00</u>	<u>9.00</u>		<u>418,530.91</u>
	***** Total Bank Accounts	420,039.91	-1,500.00	9.00	0.00	418,530.91
1800	Mortgage Payable	573,500.00				573,500.00
1801	Mortgage Principal Paid	1,500.00				1,500.00
1802	Loans Received	<u>-575,000.00</u>				<u>-575,000.00</u>
	**** Total Liabilities	0.00	0.00	0.00	0.00	0.00
59	Mortgage Payments	5,750.00				5,750.00
59.1	Principal Paid	-1,500.00				-1,500.00
59.2	Interest Paid	-4,250.00				-4,250.00
	** Total Mortgage Payments					
100	Combined Budget	3,000.00	-1,000.00			2,000.00
201	Poor Fund	50.00				50.00
270	Multimedia Ministries	25.87				25.87
340	Local Evangelism	40.00				40.00
341	ACS	15.00				15.00
450	SS Expense	534.17				534.17
540	Women's Ministries	34.42				34.42
550	Youth Ministries	203.05				203.05
700	Church Expense	-1,910.87				-1,910.87
700.12	Bank Charges	-56.00		9.00		-65.00
700.18	Electricity/Gas	-266.69				-266.69
700.23	Rent	-3,495.00				-3,495.00
	*** Total Church Expense	-5,728.56		9.00		-5,737.56
700.53	Post Office Box Rental #139	-240.00				-240.00
900	Building Fund	421,037.17				421,037.17
901	FUNDS DUE TO CCC	952.74				952.74
903	Pastor Appreciation	100.00				100.00
904	Laptop Fund	<u>16.05</u>				<u>16.05</u>
	**** Total Local Funds	420,039.91	-1,000.00	9.00	0.00	419,030.91
80.01	Tithe	<u>0.00</u>	<u>-500.00</u>			<u>-500.00</u>
	**** Total Conference Funds	<u>0.00</u>	<u>-500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>-500.00</u>
	***** Total Funds	<u>420,039.91</u>	<u>-1,500.00</u>	<u>9.00</u>	<u>0.00</u>	<u>418,530.91</u>
	***** Total Liabilities and Funds	420,039.91	-1,500.00	9.00	0.00	418,530.91

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**CANCEL PRINT OF
UNPRINTED
CHECKS**

Properties



Church Info

General

Internet

Accounts

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Report Formats

Backup Path

"Copy to Disk" Path

e:\

Browse...

General Options

- ☐ Use Deposit Slip
- ☒ Allow Transfers Between Conference and Local Accounts
- ☐ Show "Print Setup" Before Printing

Contributions

- ☒ Sort Envelopes by Order Entered
- ☒ Always Show Donor Address
- ☒ Require Check Numbers for Contributions

Checks

- ☐ Print New Checks Cancel Print for Unprinted Checks
- ☐ Use Date from Previous Check
- ☐ Using Preprinted Checks
(Use when "Pay to Order Of" and Check # are already printed)
- ☐ Print Memo on Check

Fiscal Year & Closing Dates

Fiscal Year Begins in January

Close 2017 Fiscal Year

At Year-End Closing, Zero Out:

- ☐ All Sub Accounts
- ☐ Budget Sub Accounts Only
- ☒ No Sub Accounts

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**CANCELING AN
OFFERING**

Contribution Entry



Current Offering ☒ Edit

Offering Date
10/01/16

Offering Total
3000

Envs Entered
0

Cancel This Offering



Envelope

Donor ID or Name

964 Pacific Union Conference +

Cash

Check

Env. Total

Check

+ 3,000.00 = 3,000.00 999

Running Total

Account

80.01 Tithe +

Cancel This Offering

Are you sure you want to cancel this offering?

Yes

No



Next



Previous

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**CONTRIBUTION
BY DONOR**

Contribution by Donor					
ID	Donor Name	Conf - Tithe	Conf - Other	Local	Total
995	Church - Loose Offering			150.00	150.00
112	Morton, Friend	1,100.00		100.00	1,200.00
100	Carlton, Tester	1,170.00		270.00	1,440.00
212	Testing, Donor			75.00	75.00
106	Today, Donor			100.00	100.00
139	Tomorrow, Friend			3,000.00	3,000.00
107	Always, Stay	200.00			200.00
108	Younger, Carp	1,766.14	80.00	250.00	2,096.14
997	No Name	5.00		3,095.00	3,100.00
245	Greand, Jerald			67.00	67.00
996	Sabbath School - Loose Offering			15.00	15.00
111	Corps, Triad	1,040.69		45.00	1,085.69
	*** Totals	5,281.83	80.00	7,167.00	12,528.83

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**CONTRIBUTION
STATISTICS**

Central California Conference SDA Church

Printed 9/21/2017

Contribution Statistics (Page 1)

For the period from Aug. 1, 2017 to Aug. 31, 2017

Account	Donors	Donor %	Amount	Amount %	Per Capita	Average
Tithe	62	87.3%	33,740.77	95.3%	544.21	475.22
Sabbath School: Regular	1	1.4%	77.00	0.2%	77.00	1.08
Investment	1	1.4%	210.00	0.6%	210.00	2.96
Missions Misc	1	1.4%	50.00	0.1%	50.00	0.70
World Missions	3	4.2%	52.00	0.1%	17.33	0.73
Ingathering - members	2	2.8%	17.00	0.0%	8.50	0.24
Disaster Relief - ADRA	1	1.4%	20.00	0.1%	20.00	0.28
Pacific Union College	1	1.4%	2.00	0.0%	2.00	0.03
ACS-Hurricane Relief	2	2.8%	74.00	0.2%	37.00	1.04
La Sierra University	1	1.4%	2.00	0.0%	2.00	0.03
ADRA - Typhoon Haiyan	1	1.4%	10.00	0.0%	10.00	0.14
Africa - Bibles	1	1.4%	11.00	0.0%	11.00	0.15
Conference Faith Advance	3	4.2%	60.00	0.2%	20.00	0.85
Community Services - Conference	1	1.4%	5.00	0.0%	5.00	0.07
Conference Evangelism	6	8.5%	337.00	1.0%	56.17	4.75
Adventist Health Van	1	1.4%	10.00	0.0%	10.00	0.14
Soquel Improvement	2	2.8%	62.00	0.2%	31.00	0.87
Prison Ministries - Conference	1	1.4%	10.00	0.0%	10.00	0.14
Camp Meeting Expense	3	4.2%	77.00	0.2%	25.67	1.08
Conference Funds	68	95.8%	34,826.77	98.3%	512.16	490.52
Capital Campaign - Wawona	3	4.2%	65.00	0.2%	21.67	0.92
Capital Campaign Wawona Medic	1	1.4%	2.00	0.0%	2.00	0.03
Conference Evangelism Pledge Pa	6	8.5%	273.50	0.8%	45.58	3.85
Life Hope Center	6	8.5%	167.00	0.5%	27.83	2.35
Women's Ministries	1	1.4%	82.00	0.2%	82.00	1.15
Local Funds	14	19.7%	589.50	1.7%	42.11	8.30
Total Contributions	71	100.0%	35,416.27	100.0%	498.82	498.82

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ANNUAL
CONTRIBUTION
RECEIPT FORMAT

CENTRAL CALIFORNIA CONFERENCE OF SEVENTH-DAY ADVENTISTS

*Church Treasurers
Training Session
September 23, 2018*

Thank You!