



# Online Mission Office Database Software

“When performance is measured, performance improves. When performance is measured and reported, the rate of improvement accelerates.”

- Elder Thomas S. Monson

# Brief Description and History



The Online Mission Office Database is a software application that operates as an internet website. It was primarily written and is maintained by the Alaska Anchorage Mission in order to improve communication and reporting between mission leadership and local stake and ward leadership by allowing real-time access to that leadership to retrieve and print mission-related reports and to report on their stewardship by updating those reports. As the software was developed, it also became a viable platform for supporting a broad range of other features, including the ability to automate many mission office related tasks.

The software currently provides over 50 different reports on various mission-related subjects and is easily extensible to support additional reports and features. It is also easily customizable and scalable to be able to operate in and support additional missions.

# Purpose



- Share and coordinate timely information between mission, stake and ward leadership.
- Reduce the workload on the mission office staff by sharing information and by simplifying and automating tasks.
- To improve upon Mission Office Software and provide features that MOS currently does not support.
- Allow remote access to review or update information to appropriate leaders, especially where geographical limitations otherwise prevent or limit timely reporting.

# Share and Coordinate



- Supports reporting from zone leaders to the mission office via the internet (www).
  - Zone leaders enter their weekly reports for key indicators, baptismal stewardship and vehicle fleet via secure internet website. They can immediately print off pertinent reports.
- Supports reporting from the mission to stake and ward leaders via the internet (email, www).
  - Weekly stewardship reports are composed and delivered automatically as Adobe PDF email attachments to mission, stake and ward leaders.

# Reduce Workload & Automate Tasks



- Automatically composes reports from database using simple, easily customizable templates.
- Automatically integrates current mission roster and other data into each report.
- Automates common mission office tasks including transfer planning, automatic boardcard generation, mission resource scheduling and mission fleet management.
- Automates report distribution via scheduled reports delivered via email or accessible online.
- Truly multi-user environment allows concurrent access to the entire program and database.

# Main Menu (Administrator View)



Alaska Anchorage Mission Database - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Refresh Mail Print Wordpad Home Folder

Address <https://www.alaskaanchoragemission.org/cgi-bin/aam.cgi?function=mainwindow&sessid=a69aec18a3b82abc9df0000d097df412> Go

### AAM Mission Database



Alaska Anchorage Mission Database

Current User:  
**Administrator**

**Main Menu**

- [Help](#)
- [Preferences](#)
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THE CHURCH OF JESUS CHRIST OF LATTER-DAY SAINTS

#### Mission Organization



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#### Baptismal Stewardship



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#### Gift of Family History



[GoFH Mission Summary Report](#)  
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#### Fleet Administration



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[Edit System Registry](#)  
[Edit Report Templates](#)

Done Internet

# Sample Reports

- Key Indicator Stewardship Report
- Baptismal Stewardship Report
- Convert Retention Report
- Boardcards and Missionary Assignment History
- Mission Rosters
- Vehicle Fleet Reports
- Monthly and Weekly Calendaring
- *Gift of Family History* Tracking and Reporting
- Over 60 Additional Reports





# Sample Baptismal Stewardship Report



## Baptism Stewardship Report Anchorage North Zone Report Prepared: 22 Apr 2005

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### Actual Baptisms

Investigator Name	Missionaries	Unit	Age	1st Lesson Date	Number of Lessons Taught	Lessons with Member Present	Fellowship Name	Times Attended Church	Baptism Date	Confirmation Date	Rcd?	Notes
<u>Sisti, Sandy</u>	Bennion & Bird	Campbell Park Ward	45	4 Oct	all	0	Sis Fisher	4	02 Apr 2005	02 Apr 2005	Y	
<u>Neeson, Chris</u>	Sloan & Marsh	North Anchorage YSA Ward	19	Oct	4	1	Austin McDonald	4	02 Apr 2005	02 Apr 2005	Y	
<u>Mickmoruss, Carl</u>	Bennion & Bird	Campbell Park Ward	46	Oct	4	2	David Complen	3	02 Apr 2005	02 Apr 2005	N	
<u>Lacy, Josh</u>	Bennion & Bird	Campbell Park Ward	18	march	2	2	Morgan, Lacy	1	02 Apr 2005	02 Apr 2005	Y	
<u>Naufahu, Sheadon Gaspar</u>	Tutia & Tukuafu	Lake Hood Tongan Branch	12	March	3	3	Galaina	2	08 Apr 2005	10 Apr 2005	Y	
<u>McMorris, Carl Sebert</u>	Bennion & Bird	Campbell Park Ward	56	13 Oct 04	6	1	Bro Ghoie	3	09 Apr 2005	10 Apr 2005	Y	
<u>Hernandez, Isaac</u>	Chatelain & Noves	Anchorage Spanish Branch	25	July	all	all	Hermano Coca	6	16 Apr 2005	16 Apr 2005	Y	
<u>Garcia, Rodrigo Jr.</u>	Bennion & Bird	Campbell Park Ward	11	Apr	1	0	Zane Danton	2	17 Apr 2005	17 Apr 2005	Y	

8 Total Actual Baptisms

### Projected Baptisms

Investigator Name	Missionaries	Unit	Age	1st Lesson Date	Number of Lessons Taught	Lessons with Member Present	Fellowship Name	Times Attended Church	Projected Baptism Date	Projected Confirmation Date	Notes
<u>Chivers, Michelle</u>	Tutia & Tukuafu	Lake Hood Tongan Branch	20	Mar	all	all	Tau	100	02 Jun 2005	N/A	
<u>Napoteon, Rachel</u>	Tutia & Tukuafu	Lake Hood Tongan Branch	11	March	2	2	Tamale Family	5	28 Apr 2005	N/A	
<u>Smith, Teresa</u>	Hansen & Rice	Airport Heights Ward	31	Jan	4	3	Sony Caliehan	3	16 Apr 2005	N/A	

\* indicates new this week. † indicates changed status this week.

# Sample Baptismal Stewardship Report



## Projected Baptisms (continued)

Investigator Name	Misionaries	Unit	Age	1st Lesson Date	Number of Lessons Taught	Lessons with Member Present	Fellowship Name	Times Attended Church	Projected Baptism Date	Projected Confirmation Date	Notes
<u>Kastleberry, Liz</u>	Hansen & Rice	Airport Heights Ward	37	Feb	3	0	Laun Callehan	0	20 Apr 2005	N/A	
<u>Hernandez, Mira*</u>	Bennion & Bird	Campbell Park Ward	32	Mar	5	2	Monica Staten	0	24 Apr 2005	N/A	
<u>Garcia, Rodrigo*</u>	Bennion & Bird	Campbell Park Ward	35	Mar	2	1	Monica Staten	0	24 Apr 2005	N/A	
<u>Akso, Amber†</u>	Fa'amoe & Tamafaiga	Anchorage Samoan Ward	20	march	3	3	David Flo	0	01 May 2005	N/A	
<u>Tammy, stalon†</u>	Hansen & Rice	Airport Heights Ward	30	april	3	3	bullingtons	2	23 Apr 2005	N/A	
<u>Mafua, Alavao*</u>	Kal & Sulual	Anchorage Samoan Ward	26	Feb	4	4	Tulloma	3	10 Apr 2005	01 May 2005	
<u>Mafua, Faiole*</u>	Kal & Sulual	Anchorage Samoan Ward	26	feb	4	all	Tulloma	3	10 Apr 2005	01 May 2005	
<u>Ester, launiluaq†</u>	Kal & Sulual	Anchorage Samoan Ward	24	march	2	2	seva	3	24 Apr 2005	01 May 2005	

11 Total Projected Baptisms

## Potential Baptisms

Investigator Name	Misionaries	Unit	Age	1st Lesson Date	Number of Lessons Taught	Lessons with Member Present	Fellowship Name	Times Attended Church	Notes
<u>Coria, Erica</u>	Hansen & Rice	Airport Heights Ward	28	June	6	0	Obars	3	
<u>Severan, Virginia</u>	Solle & Hartman	Russian Jack Ward	29	Aug	6	5	Wagner's	3	Marriage Pending
<u>Mulital, Karen</u>	Kal & Sulual	Anchorage Samoan Ward	22	Jan	3	all	mom	2	
<u>Pena, Rick</u>	Fa'amoe & Tamafaiga	Anchorage Samoan Ward	17	26 Oct	2	1	Osa	0	
<u>Laupati, Annette</u>	Kal & Sulual	Anchorage Samoan Ward	34	aug	all	all	Jodi	5	
<u>Ulufale, Carol</u>	Kal & Sulual	Anchorage Samoan Ward	30	Sept	3	1	Tafao	0	
<u>Ortiz, Felix</u>	Chatelain & Nokes	Anchorage Spanish Branch	9	Jul	all	all	Chavez	10	
<u>Morales, Jesse</u>	Chatelain & Nokes	Anchorage Spanish Branch	30	Jul	2	0	Chavez	0	
<u>Koenig, Brady</u>	Hansen & Rice	Airport Heights Ward	12	3 Mar	3	2	Parkers	4	They are having problems gettin aprovel from the mom's boyfriend.
<u>Morado, Lorenzo</u>	Chatelain & Nokes	Anchorage Spanish Branch	52	Jan	4	3	Quiroz	1	
<u>Romero, Margo</u>	Chatelain & Nokes	Anchorage Spanish Branch	40	Jul	all	all	Luis	10	Marriage pending

\* indicates new this week. † indicates changed status this week.

# Sample Convert Baptisms Historical Report



## Mission Convert Baptisms Historical Report Report Prepared: 4 May 2005

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### Alaska Anchorage Mission Stakes 2005

Stake	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
<u>Anchorage Alaska Bush District</u>	0	2	0	3	0								5
<u>Anchorage Alaska Chugach Stake</u>	5	4	2	7	0								18
<u>Anchorage Alaska North Stake</u>	3	5	5	12	1								26
<u>Anchorage Alaska Stake</u>	12	6	3	12	0								33
<u>Fairbanks Alaska Stake</u>	4	2	4	4	0								14
<u>Juneau Alaska Stake</u>	3	4	5	7	0								19
<u>Soldotna Alaska Stake</u>	1	0	5	5	0								11
<u>Wasilla Alaska Stake</u>	3	1	9	3	0								16
<b>Total Baptisms</b>	<b>31</b>	<b>24</b>	<b>33</b>	<b>53</b>	<b>1</b>								<b>142</b>

### Alaska Anchorage Mission Stakes 2004

Stake	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
<u>Anchorage Alaska Bush District</u>	0	1	0	0	2	0	0	2	0	0	3	4	12
<u>Anchorage Alaska Chugach Stake</u>	0	3	1	5	3	3	1	4	2	3	6	2	33
<u>Anchorage Alaska North Stake</u>	6	6	0	8	6	15	4	11	11	3	8	14	92
<u>Anchorage Alaska Stake</u>	2	3	3	0	0	1	1	1	3	3	3	2	22
<u>Fairbanks Alaska Stake</u>	1	3	3	2	1	1	6	6	2	0	6	3	34
<u>Juneau Alaska Stake</u>	4	4	4	8	8	3	0	5	1	12	0	5	54
<u>Soldotna Alaska Stake</u>	1	7	4	6	4	3	3	4	5	7	6	3	53
<u>Wasilla Alaska Stake</u>	3	3	6	3	6	4	6	5	3	3	2	3	47
<b>Total Baptisms</b>	<b>17</b>	<b>30</b>	<b>21</b>	<b>32</b>	<b>30</b>	<b>30</b>	<b>21</b>	<b>38</b>	<b>27</b>	<b>31</b>	<b>34</b>	<b>37</b>	<b>347</b>

# Sample Convert Retention Report



## Convert Retention Report Report Prepared: 4 May 2005

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### Recent Converts

Convert Information				Baptism and Confirmation		Priesthood Ordination		Church Activity						Temple Preparation			Temple Attendance	
Convert Name	Unit	Sex	Age	Baptism Date	Confirm. Date	Aaronic Priest. Date	Mel. Priest. Date	New Mem. Less.	Attends Church	Church Calling	Friend	Home Teacher	Referrals Given	TMAYF Card	Temple Ready	Temple Recmd.	1st Temple Date	Own Temple Names
<b>Anchorage Zone</b>																		
<u>Hooten, Ken</u>	Sand Lake Ward	M	60's	05 Feb 2005	06 Feb 2005	13 Mar 2005	N/A	0	Yes	Yes	Yes	Yes	1	Yes	Yes	Yes	18 Mar 2005	3
<u>Elmore, Robert Neal</u>	Klatt Ward	M	30	05 Feb 2005	06 Feb 2005	N/A	N/A	0	N/A	N/A	N/A	N/A	0	No	No	No	N/A	0
<i>Notes: Bobby Elmore is currently serving in Iraq.</i>																		
<u>Gribbin, Jeff</u>	Sand Lake Ward	M	49	13 Feb 2005	20 Feb 2005	27 Feb 2005	N/A	All	Yes	Yes	Yes	Yes	2	Yes	No	Yes	18 Mar 2005	0
<u>Mirka, Kyle</u>	Cook Inlet Ward (YSA)	M	22	20 Feb 2005	20 Feb 2005	27 Feb 2005	N/A	3	Yes	Yes	Yes	Yes	2	No	No	No	N/A	0
<u>Clark, Curtis</u>	O'Malley Ward	M	16	26 Feb 2005	27 Feb 2005	N/A	N/A	All	No	N/A	Yes	Yes	0	No	No	No	N/A	0
<u>Walsh, Boo</u>	Klatt Ward	M	17	26 Feb 2005	27 Feb 2005	N/A	N/A										N/A	
<u>Hulen, Rachel</u>	Cook Inlet Ward (YSA)	F	23	06 Mar 2005	06 Mar 2005	N/A	N/A	All	Yes	Yes	Yes	Yes	1	No	No	No	N/A	0
<u>Saenz, Isis Aleas</u>	O'Malley Ward	F	10	12 Mar 2005	13 Mar 2005	N/A	N/A	0	No	No	No	No	0	No	No	No	N/A	0
<u>Jensen, Jessica</u>	Cook Inlet Ward (YSA)	F	22	27 Mar 2005	27 Mar 2005	N/A	N/A	1	Yes	No	Yes	Yes	1	No	No	No	N/A	0
<u>Newell, James</u>	Cook Inlet Ward (YSA)	M	18	03 Apr 2005	03 Apr 2005	N/A	N/A	1	Yes	No	Yes	Yes	0	No	No	No	N/A	0
<u>Kunz, Brittany Dawn</u>	Jewel Lake Ward	F	14	02 Apr 2005	10 Apr 2005	N/A	N/A	4	Yes	No	Yes	Yes	2	No	No	No	N/A	0

# Sample Boardcards



Elder Matthew James Garner Plain City, Utah SPANISH				Elder Matthew James Garner Plain City, Utah SPANISH			
Release Date:	awaiting photo		Transferred to Area:	Release Date:	awaiting photo		Transferred to Area:
<b>15 Nov 2005</b>			<b>07 Mar 2005</b>	<b>15 Nov 2005</b>			<b>07 Mar 2005</b>
Gospel Study: 3			Trainer: 0	Gospel Study: 3			Trainer: 0
Start Date	Area	Title	Companion	Start Date	Area	Title	Companion
28 Nov 2003	Juneau 3rd Ward / Spanish	Trainee	E. James Anthony Eaton	28 Nov 2003	Juneau 3rd Ward / Spanish	Trainee	E. James Anthony Eaton
19 Feb 2004	Anchorage Spanish Branch	Junior Companion	E. Michael Sommerfeld	19 Feb 2004	Anchorage Spanish Branch	Junior Companion	E. Michael Sommerfeld
31 Mar 2004	Anchorage Spanish Branch	Junior Companion	E. Nathan Eric McCoy	31 Mar 2004	Anchorage Spanish Branch	Junior Companion	E. Nathan Eric McCoy
<i>May 2004</i>	<i>Teacher of Gospel Principles</i>		<i>Six Discussions</i>	<i>May 2004</i>	<i>Teacher of Gospel Principles</i>		<i>Six Discussions</i>
13 May 2004	Anchorage Spanish Branch	Junior Companion	E. Brian H. Robinson	13 May 2004	Anchorage Spanish Branch	Junior Companion	E. Brian H. Robinson
20 Sep 2004	Sand Lake Ward / Mission Office	Senior Companion	E. William R. Windish	20 Sep 2004	Sand Lake Ward / Mission Office	Senior Companion	E. William R. Windish
13 Dec 2004	Sand Lake Ward / Mission Office	Senior Companion	E. David Carl Moberly	13 Dec 2004	Sand Lake Ward / Mission Office	Senior Companion	E. David Carl Moberly
24 Jan 2005	Anchorage Spanish Branch	Senior Companion	E. Levi Matthew Nelson	24 Jan 2005	Anchorage Spanish Branch	Senior Companion	E. Levi Matthew Nelson
07 Mar 2005	Sand Lake Ward / Mission Office	Junior Companion	E. David Carl Moberly	07 Mar 2005	Sand Lake Ward / Mission Office	Junior Companion	E. David Carl Moberly

# Sample Transfer Summary Report



**Missionary Transfer Tool**  
**Transfer Summary**  
**Transfer Date: 30 May 2005**  
**Report Prepared: 26 May 2005**

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## Missionary Transfers

Phone	Speed Dial	Missionary	Previous Area	Previous Position	New Area	New Companion	New Position
<b>Anchorage Zone</b>							
943-9962	9032	<u>Ruch, Kathleen Grace</u>	Anchorage Sisters	RT	Anchorage Sisters	Shell, Christine Virginia	SL
943-9962	9032	<u>Schneider, Lindsay Jane</u>	Anchorage Sisters	TN	Alpenglow/Meadow Creek Sisters	Whipple, Tonya Lee	JR
746-5191	9030	<u>Anderson, Aaron Phillip</u>	Anchorage South YSA Elders	CZ	Inlet View / Turnagain Ward Elders	Dickerson, Trevor Loy	CZ
746-5191	9030	<u>Washburn, Donovan Lee</u>	Anchorage South YSA Elders	ZL	Anchorage South YSA Elders	Trainee	ZT
345-5231	9031	<u>Gampon, Anthony L. F.</u>	Brayton Elders	JR	Chester Valley/Knik YSA Elders	Tungate, Justin Scott	JR
345-5231	9031	<u>Vistercil, Luke J.</u>	Brayton Elders	DL	Brayton Elders	Trainee	DL
334-5700	9034	<u>Spackman, James Bert</u>	Jewel Lake Elders	JR	Return Home!		
334-5700	9034	<u>Wiggins, Devin Matthew</u>	Jewel Lake Elders	SR	Jewel Lake Elders	Trainee	DT
345-5231	9031	<u>Chapman, Joshua Truman</u>	Rabbit Creek & Girdwood Elders	DT	Kenai A Elders	Fjeldsted, Paul	CZ
345-5231	9031	<u>Jensen, Trevor Blomar</u>	Rabbit Creek & Girdwood Elders	TN	Soldotna Elders	Angell, Wyatt Emory	JR
952-7260	9025	<u>Gamer, Matthew James</u>	Sand Lake Elders	JR	Centennial Park Elders	Miller, Trevor Lee	DL
952-7260	9025	<u>Moberly, David Carl</u>	Sand Lake Elders	DL	Sand Lake Elders	Trainee	TR
<b>Anchorage North Zone</b>							
332-0459	9047	<u>Hansen, Hans Victor</u>	Airport Heights Elders	SR	Cordova Elders	Alcaraz, Karl Lehi	SR
332-0459	9047	<u>Rice, Travis Evan</u>	Airport Heights Elders	JR	Airport Heights Elders	Hess, Daniel David	JR
244-6010	9021	<u>Marsh, Randal Charles</u>	Anchorage YSA 3rd Ward	AP	Hmong Elders	Bennion, Douglas Martin	ZL
244-6010	9021	<u>Sloan, Brandon Carl</u>	Anchorage YSA 3rd Ward	AP	Anchorage YSA 3rd Ward	Fowler, Kellen Thomas	AP
375-0975	9046	<u>Bennion, Douglas Martin</u>	Campbell Park Elders	SR	Hmong Elders	Marsh, Randal Charles	CZ
375-0975	9046	<u>Rind, Jeffrey Tyler</u>	Campbell Park Elders	JR	Campbell Park Elders	Holyoak, Gary Lovell	SR
830-7321	9040	<u>Cam, Jeffrey Thomas</u>	Inlet View / Turnagain Ward Elders	ZL	Return Home!		
830-7321	9040	<u>Dickerson, Trevor Loy</u>	Inlet View / Turnagain Ward Elders	CZ	Inlet View / Turnagain Ward Elders	Anderson, Aaron Phillip	ZL
276-7950	9043	<u>Chatelain, Shaun Mikel</u>	North Anchorage Spanish Elders	DT	Return Home!		

# Sample Month Calendar



**June, 2005**  
**Mission Monthly Planner**  
 Report Prepared: 20 May 2005

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: auto;"> <p style="text-align: center;"><b>May 2005</b></p> <p style="text-align: center;">Su M Tu W Th F Sa</p> <p style="text-align: center;">1 2 3 4 5 6 7</p> <p style="text-align: center;">8 9 10 11 12 13 14</p> <p style="text-align: center;">15 16 17 18 19 20 21</p> <p style="text-align: center;">22 23 24 25 26 27 28</p> <p style="text-align: center;">29 30 31</p> </div>	<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: auto;"> <p style="text-align: center;"><b>July 2005</b></p> <p style="text-align: center;">Su M Tu W Th F Sa</p> <p style="text-align: center;">1 2</p> <p style="text-align: center;">3 4 5 6 7 8 9</p> <p style="text-align: center;">10 11 12 13 14 15 16</p> <p style="text-align: center;">17 18 19 20 21 22 23</p> <p style="text-align: center;">24 25 26 27 28 29 30</p> <p style="text-align: center;">31</p> </div>	<p><b>1</b></p> <p>DEPARTURES                      NEW ARRIVALS                      DINNER 6:30PM INTERVIEWS</p>	<p><b>2</b></p> <p>ORIENTATION                      NEW ARRIVALS                      ASSIGNMENTS                      Teleconference                      David E. Sorenson                      1:00pm                      Elder Stewart Here</p>	<p><b>3</b></p> <p>ZONE LEADERS                      COUNCIL MEETING                      9:00 - 4:00PM                      Elder Stewart Overnight</p>	<p><b>4</b></p> <p>Drive to SOLDOTNA                      INTERVIEWS IN AM                      SOLDOTNA STAKE CONF</p>
<p><b>5</b></p> <p>SOLDOTNA STAKE                      CONFERENCE - GA                      Kenai Riverband</p>	<p><b>6</b></p> <p>FISH with Goggla                      Drive to Anchorage</p>	<p><b>7</b></p>	<p><b>8</b></p> <p>NORTH ANCHORAGE                      INTERVIEWS</p>	<p><b>9</b></p> <p>SOUTH ANCHORAGE                      INTERVIEWS  <u>KAYE STARR SINGERS -</u>  <u>JUNE 8-12</u></p>	<p><b>10</b></p> <p>S ZONE CONFERENCE                      WITH KAYE STARR SINGERS                      @ BAXTER                      Fireside</p>	<p><b>11</b></p> <p>VALDEZ &amp; GLENNALLEN</p>
<p><b>12</b></p> <p>VALDEZ CHURCH</p>	<p><b>13</b></p> <p>Family Home Evening</p>	<p><b>14</b></p>	<p><b>15</b></p> <p>CHUGACH INTERVIEWS</p>	<p><b>16</b></p> <p>WASILLA INTERVIEWS</p>	<p><b>17</b></p>	<p><b>18</b></p>
<p><b>19</b></p>	<p><b>20</b></p> <p>Fly # to JUNEAU                      Grandma's # 195514                      Budget Car # 61900</p>	<p><b>21</b></p>	<p><b>22</b></p> <p>Fly # to Fairbanks                      Bridgewater Hotel # 4641972                      Temple 5:30am-Anch. So.                      Temple - 5:00am Chugach</p>	<p><b>23</b></p> <p>FAIRBANKS INTERVIEWS                      FAIRBANKS ZONE CONF                      Fly # to Anchorage</p>	<p><b>24</b></p> <p>Out-Meeting 7:00pm                      SHIPPING DAY</p>	<p><b>25</b></p> <p>BBQ 6:00pm                      Mission Home or Jesclards</p>
<p><b>26</b></p>	<p><b>27</b></p> <p>OFFICE</p>	<p><b>28</b></p> <p><u>SHERATON ANCHORAGE</u></p>	<p><b>29</b></p> <p>Temple 5:30am Anch No                      Temple 9:00am Wasilla                      PRESIDENT LEWIS ARRIVES                      Presidency Dinner 3 - 7pm</p>	<p><b>30</b></p> <p>Office Meeting with                      President Lewis 9:00am                      Return Flight to SLC</p>		

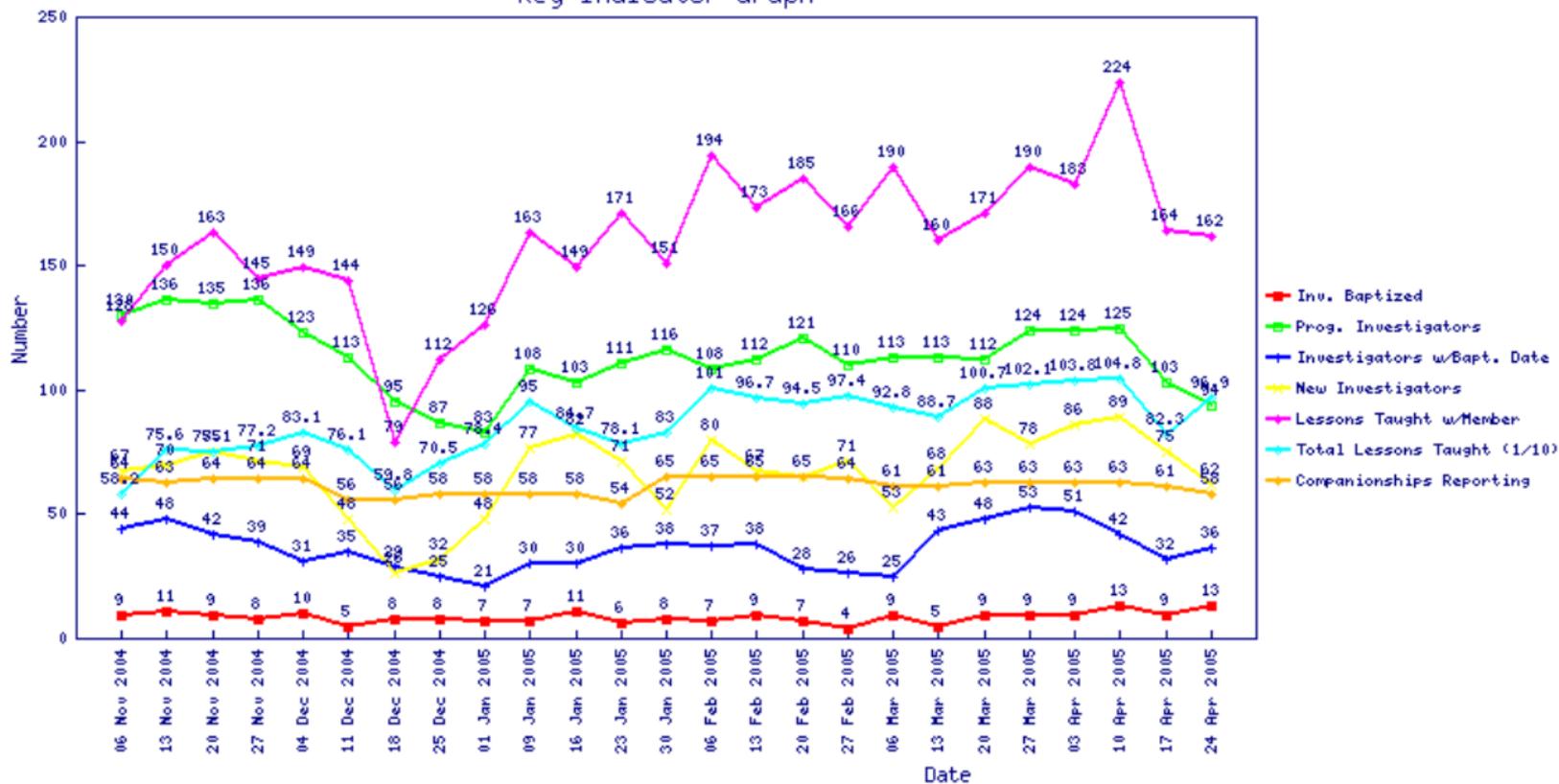
# Sample Key Indicator Trend Report



## Mission Key Indicator Totals Trend Report Report Prepared: 29 Apr 2005

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Key Indicator Graph



# Sample Fleet Odometer Report



## Fleet Odometer Checks April 2005 Report Prepared: 4 May 2005

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OF LATTER-DAY SAINTS

### Zone Vehicles

VIN	License	Area Assignment	Missionaries	Limit	Start Odometer	Week 1 03 Apr 2005	Week 2 10 Apr 2005	Week 3 17 Apr 2005	Week 4 24 Apr 2005	Week 5 N/A
<b><u>Anchorage Zone</u></b>										
37128	YYV 917	Anchorage Sisters	Ruch & Schneider	1400	1181	1504	1827	2150	2473	2753
						Odometer Reading:	1484	1752	2287	2553
						Difference:	-20	-75	137	80
83154	YYU 893	Anchorage South YSA Elders	Washburn & Anderson	2290	20717	21245	21774	22302	22831	23288
						Odometer Reading:	20538	2000	21168	21547
						Difference:	-707	-19774	-1134	-1284
38917	YYV 912	Rabbit Creek & Girdwood Elders	Chapman & Kime	2200	1374	1881	2389	2897	3404	3844
						Odometer Reading:	1717	2149	2468	3275
						Difference:	-164	-240	-429	-129
06398	YYT 912	Anchorage Tagalog Elders	Olivare & Davidson	1400	42226	42549	42872	43195	43518	43798
						Odometer Reading:	43001	43372	43724	44120
						Difference:	452	500	529	602

# Sample Key Indicator Input Form



## Weekly Key Indicator Data Administration Report Prepared: 29 Apr 2005

THE CHURCH OF  
JESUS CHRIST  
OF LATTER-DAY SAINTS

### Key Indicator Report

Unit	Companionship	Invest-igators Baptized	Invest-igators Confirmed	Invest-igators With Baptismal Date (Actual)	Invest-igators At Sacrament Meeting	Lessons Taught With Member Present	Lessons Taught To New Members	Other Lessons Taught	Progress-ing Invest-igators	Referrals Received	Referrals Contacted	New Invest-igators (Actual)	Ex-changes Held	Cor-relations Held	Planning Hours	Comp. Study Hours	Edit
<b>Anchorage Zone</b>																	
Cook Inlet Ward (YSA)	Washburn & Anderson	<input type="text" value="1"/>	<input type="text" value="1"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="1"/>	<input type="text" value="5"/>	<input type="text" value="4"/>	<input type="text" value="0"/>	<input type="text" value="4"/>	<input type="text" value="3"/>	<input type="text" value="2"/>	<input type="text" value="1"/>	<input type="text" value="1"/>	<input type="text" value="5"/>	<input type="text" value="7"/>	<input type="button" value="Edit"/>
Rabbit Creek Ward	Chapman & Kime	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="1"/>	<input type="text" value="0"/>	<input type="text" value="7"/>	<input type="text" value="4"/>	<input type="text" value="1"/>	<input type="text" value="1"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="1"/>	<input type="text" value="4"/>	<input type="text" value="6"/>	<input type="button" value="Edit"/>
O'Malley Ward	Ruch & Schneider	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="1"/>	<input type="text" value="3"/>	<input type="text" value="4"/>	<input type="text" value="20"/>	<input type="text" value="1"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="3"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="4"/>	<input type="text" value="5"/>	<input type="button" value="Edit"/>
Brayton Ward	Vistercil & Gampon	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="2"/>	<input type="text" value="3"/>	<input type="text" value="3"/>	<input type="text" value="15"/>	<input type="text" value="2"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="4"/>	<input type="text" value="2"/>	<input type="text" value="1"/>	<input type="text" value="5"/>	<input type="text" value="7"/>	<input type="button" value="Edit"/>
Klatt Ward	Olivare & Davidson	<input type="text" value="2"/>	<input type="text" value="2"/>	<input type="text" value="0"/>	<input type="text" value="1"/>	<input type="text" value="3"/>	<input type="text" value="4"/>	<input type="text" value="14"/>	<input type="text" value="1"/>	<input type="text" value="5"/>	<input type="text" value="8"/>	<input type="text" value="2"/>	<input type="text" value="1"/>	<input type="text" value="1"/>	<input type="text" value="7"/>	<input type="text" value="4"/>	<input type="button" value="Edit"/>
Sand Lake Ward	Moberly & Garner	<input type="text" value="1"/>	<input type="text" value="1"/>	<input type="text" value="1"/>	<input type="text" value="1"/>	<input type="text" value="5"/>	<input type="text" value="10"/>	<input type="text" value="13"/>	<input type="text" value="3"/>	<input type="text" value="0"/>	<input type="text" value="2"/>	<input type="text" value="4"/>	<input type="text" value="2"/>	<input type="text" value="1"/>	<input type="text" value="5"/>	<input type="text" value="5"/>	<input type="button" value="Edit"/>
Jewel Lake Ward	Wiggins & Spackman	<input type="text" value="1"/>	<input type="text" value="1"/>	<input type="text" value="0"/>	<input type="text" value="2"/>	<input type="text" value="3"/>	<input type="text" value="11"/>	<input type="text" value="6"/>	<input type="text" value="2"/>	<input type="text" value="1"/>	<input type="text" value="1"/>	<input type="text" value="3"/>	<input type="text" value="1"/>	<input type="text" value="1"/>	<input type="text" value="5"/>	<input type="text" value="7"/>	<input type="button" value="Edit"/>

**7 Total Missionaries**

- Used weekly by zone leaders to input the indicator numbers collected by their district leaders in their zones.

# Sample Baptismal Stewardship Input Form



## Baptism Stewardship Data Administration Anchorage Zone Report Prepared: 29 Apr 2005

THE CHURCH OF  
JESUS CHRIST  
OF LATTER-DAY SAINTS

### Projected Baptisms

Investigator Name	Missionaries	Unit	Age	1st Lesson Date	Number of Lessons Taught	Lessons with Member Present	Fellowship Name	Times Attended Church	Projected Baptism Date	Projected Confirmation Date	Notes	Edit
<input type="checkbox"/> Emilio Rangel	Moberly & Garner	Sand Lake Ward	15	28 Mar 05	<input type="text" value="2"/>	<input type="text" value="2"/>	Bronsons	many	07 May 2005	08 May 2005		<input type="button" value="Edit"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		<input type="button" value="Add"/>

**1 Total Projected Baptisms**

### Actual Baptisms

Investigator Name	Missionaries	Unit	Age	1st Lesson Date	Number of Lessons Taught	Lessons with Member Present	Fellowship Name	Times Attended Church	Baptism Date	Confirmation Date	Rcd?	Notes	Edit
<input type="checkbox"/> Jessica Jensen	Washburn & Anderson	Cook Inlet Ward (YSA)	22	3 Mar 05	<input type="text" value="4 Mar 05"/>	<input type="text" value="3"/>	Rachel Hulen	<input type="text" value="2"/>	27 Mar 2005	27 Mar 2005	<input checked="" type="checkbox"/>		<input type="button" value="Edit"/>
<input type="checkbox"/> Newell, James	Washburn & Anderson	Cook Inlet Ward (YSA)	18	15 Mar	<input type="text" value="2"/>	<input type="text" value="2"/>	Nate McDonald	many	03 Apr 2005	03 Apr 2005	<input checked="" type="checkbox"/>		<input type="button" value="Edit"/>
<input type="checkbox"/> Kunz, Brittany Daw	Wiggins & Spackman	Jewel Lake Ward	14	15 Feb	<input type="text" value="3"/>	<input type="text" value="3"/>	Stephanie Brown	<input type="text" value="4"/>	02 Apr 2005	10 Apr 2005	<input checked="" type="checkbox"/>		<input type="button" value="Edit"/>
<input type="checkbox"/> Anna Kounduangta	Ruch & Schneider	O'Malley Ward	13	1 Mar 05	<input type="text" value="2"/>	<input type="text" value="0"/>	0	<input type="text" value="2"/>	09 Apr 2005	10 Apr 2005	<input checked="" type="checkbox"/>		<input type="button" value="Edit"/>
<input type="checkbox"/> Eddy Kounduangta	Ruch & Schneider	O'Malley Ward	10	1 Mar 05	<input type="text" value="2"/>	<input type="text" value="0"/>		<input type="text" value="2"/>	09 Apr 2005	10 Apr 2005	<input checked="" type="checkbox"/>		<input type="button" value="Edit"/>
<input type="checkbox"/> Tony Kounduangta	Ruch & Schneider	O'Malley Ward	9	1 Mar 05	<input type="text" value="2"/>	<input type="text" value="0"/>		<input type="text" value="2"/>	09 Apr 2005	10 Apr 2005	<input checked="" type="checkbox"/>		<input type="button" value="Edit"/>
<input type="checkbox"/> Richard Bird	Moberly & Garner	Sand Lake Ward	54	2 apr 05	<input type="text" value="4"/>	<input type="text" value="4"/>	Bro. Clark	<input type="text" value="3"/>	09 Apr 2005	10 Apr 2005	<input checked="" type="checkbox"/>		<input type="button" value="Edit"/>
<input type="checkbox"/> Rangel, Eric Joseph	Moberly & Garner	Sand Lake Ward	23	2 Jul 04	<input type="text" value="4"/>	<input type="text" value="2"/>	Vince Penman	<input type="text" value="2"/>	23 Apr 2005	24 Apr 2005	<input checked="" type="checkbox"/>		<input type="button" value="Edit"/>
<input type="checkbox"/> Walsh, Sam	Olivare & Davidson	Klatt Ward	40s	10 Mar	<input type="text" value="4"/>	<input type="text" value="1"/>	Bro. Babbit	<input type="text" value="2"/>	23 Apr 2005	24 Apr 2005	<input type="checkbox"/>		<input type="button" value="Edit"/>
<input type="checkbox"/> Walsh, Conrado	Olivare & Davidson	Klatt Ward	40s	10 Mar	<input type="text" value="4"/>	<input type="text" value="1"/>	Bro. Babbit	<input type="text" value="2"/>	23 Apr 2005	24 Apr 2005	<input type="checkbox"/>		<input type="button" value="Edit"/>
<input type="checkbox"/> Burkgart, Cara M.	Washburn & Anderson	Cook Inlet Ward (YSA)	23	7 april 05	<input type="text" value="4"/>	<input type="text" value="3"/>	Jody McCarry	<input type="text" value="2"/>	23 Apr 2005	24 Apr 2005	<input checked="" type="checkbox"/>		<input type="button" value="Edit"/>
<input type="checkbox"/> Aufenkamp-Thibede	Wiggins & Spackman	Jewel Lake Ward	20	Feb 05	<input type="text" value="4"/>	<input type="text" value="3"/>		<input type="text" value="2"/>	23 Apr 2005	24 Apr 2005	<input checked="" type="checkbox"/>		<input type="button" value="Edit"/>
<input type="checkbox"/> Mathew Landers	Moberly & Garner	Sand Lake Ward	22	2002	<input type="text" value="4"/>	<input type="text" value="4"/>		many	16 Apr 2005	24 Apr 2005	<input checked="" type="checkbox"/>		<input type="button" value="Edit"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>		<input type="button" value="Add"/>

**13 Total Actual Baptisms**

- Updated weekly by zone leaders and mission recorder to track potential, projected, actual and lost baptisms. See accompanying Zone Baptismal Stewardship Report.

# User Experiences



# Mission President



The new *Preach My Gospel* missionary guide has propelled us into a new era of effectiveness and spiritual power for our missionaries. That guide was the driving force behind the development of this web-based reporting system. Previously, accurate, timely reporting to us in mission leadership and accounting for our stewardship to the stakes and wards was limited and required much time and effort. This new system has changed many things in the mission. Here are a few points:

- © Baptisms and confirmations are reported each week by actual, projected and potential. We can see the progression of the mission and compare, for instance, new investigators per week to baptisms, lessons taught with a member present to progressing investigators, progressing to investigators attending church, etc.
- © We especially like the ability to track lost baptisms-- investigators who once were committed but never were baptized. We now have the means to quickly get back every lost investigator and take this information back to the individual stake and ward leadership.
- © We now have the ability to interview each companionship with a trend report of key indicators for their area. As we review the area books, planners and trends, the missionaries are excited to see their progress. They are planning better as we show them how to use their standards of excellence and other goals to improve.

# Mission President (continued)



© We have the ability to broadcast the stake and ward reports back to the stake presidents and bishoprics in real-time. They know on Tuesday morning how the missionary work is going for last week and what is projected for the coming week. Coupled with Progress Records, the local leadership have timely and accurate tools to manage the work in their ward and to better implement the recent church handbook modifications, “Missionary Work in the Ward.”

© Stake presidents can review the summary reports and use them in their correlations and interviews with bishops and branch presidents. Some of our stake presidents communicate via email to their leadership, forwarding and commenting on the reports that are automatically emailed to them from the mission. This has greatly improved the effectiveness of correlation between the mission and the local leaders.

© Input time by zone leaders is down to 20 minutes or less each Monday (Preparation Day). They report at the same time that they email home each week.

© Our internal transfer data exchange time is much improved. Changes to companionships are input once and all the reports are immediately updated to reflect those changes: boardcards, certification, summary reports, mileage, etc.

# Mission President (continued)



© There is virtually no data input time needed by our office staff. A quick print preview and a keystroke gets our reports by zone, companionship and mission. Our key indicators are also compared with the missionary-set standard of excellence for each companionship. Reporting is automatic and zone leaders print their new reports immediately. No more fax or snail mail.

© The office staff now has much more time available to follow referrals, track down baptismal records, sell off used vehicles and the myriad of other duties that are part of a mission office.

My enthusiasm has come from using the old system and now implementing and using this new system. My work is easier and I can focus on raising the mission to whole new levels. It has been a welcome addition. I endorse this change without reservation.

President Kent B. Petersen  
Alaska Anchorage Mission

# Stake President



May 4, 2005

To Whom It May Concern:

The Missionary Web Database in Alaska Anchorage Mission has been very helpful to me as a Stake President. I check the information weekly before my Stake Presidency and Stake PEC meetings. I use the information to help me see which wards are doing missionary work the way we have been encouraging since the “Preach My Gospel” booklet was received. I especially take note of the number of lessons taught with members present, actual/projected/potential baptisms, new referrals, number of investigators who attend sacrament meeting, exchanges held, and number of progressing investigators in each unit. Having immediate information helps me as I communicate via email with each bishop. I hope that we can continue to enjoy this feedback in such a timely manner.

Ralph L. VanOrden

Anchorage Alaska Chugach Stake President

# Stake President



The AAM database is very helpful to our stake. As you know, we all act on the information that is in front of us; and if it is not in front of us, we tend to lose sight. Having current information in front of us is invaluable.

We use the Monthly Baptisms by Ward report to track our progress and as a stake and as a snapshot on how we are doing. Our individual bishoprics use the Zone (Stake) Baptismal Summary Report in conjunction with the Progress Report identified in Preach My Gospel in order to better manage the missionary program in their wards.

Also, our stake has been supporting the Gift of Family History program for nearly a year now. Although each baptism in our stake cannot be traced back to that program, it has provided a groundswell of activity that has greatly increased the general involvement in missionary work by the members of our stake. The Gift of Family History is a program that takes a constant degree of care and feeding. The Gift of Family History reports from the AAM database help stake and ward leaders track and organize the program and keep focus on appropriate activities.

I feel the AAM database helps us spend less time trying to figure out what happened and more time making things happen.

Wes Newman

Anchorage Alaska Stake Presidency

# Mission Office Executive Secretary



This program has been a lifesaver. I can track all of missionaries' information including arrival and departure dates, visa information, Deseret Mutual ID numbers, phone PINs, gospel scholarship and certification levels, and more, all in one place.

The boardcard generator is especially helpful. Boardcards are automatically updated by updating the corresponding reports (such as gospel scholarship and area assignment reports) and are printed at the touch of a button. They can be printed individually or in groups. Prior to using this program, updating the boardcards took two weeks, now the board can be updated in a day before transfer calls are even made.

Sister Dawson

Executive Secretary, Alaska Anchorage Mission

# Mission Office Recorder



The database has been a wonderful addition to our mission office. I am charged with preparing all the reports for the mission and stake leaders. It used to take a great deal of time to prepare weekly reports in Excel and even more time to address and mail them to the stake presidencies. Now the reports are generated simply by clicking the correct report name. Now, most of the reports are automatically transmitted electronically to the appropriate leaders. I can also easily print off historical reports and file them. It makes past records easily accessible whenever they are requested. I especially like the clean, professional look of the reports.

This system also requires zone leaders to be more accountable for their numbers and those of the missionaries in their zones. Each zone leader does his part of the reporting instead of one person trying to compile and report the data, which often lead to mistakes and wasn't as precise. The new system keeps more accurate reports on all potential, projected, and actual baptisms; as well as all of the key indicator reports. The reports generated really help the mission get the information promptly to the appropriate leaders where adjustments can be readily made. This software certainly helps me to do a much better job.

Sister Johnson

Recorder, Alaska Anchorage Mission

# **Narrated Screenshots / Feature Tour**



# Login Screen



Alaska Anchorage Mission Database - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Refresh Print Mail Stop Taskbar

Address <http://www.alaskaanchoragemission.org/> Go Links >>

**Welcome to  
AlaskaAnchorageMission.org**

**Please Login**

Username:

Password:

If you have any questions,  
please contact the Webmaster at  
[web@alaskaanchoragemission.org](mailto:web@alaskaanchoragemission.org)

Internet

# Main Menu (Administrator View)



AAM Mission Database



Alaska Anchorage  
Mission Database

**Main Menu**

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THE CHURCH OF  
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## Mission Organization

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[Print Individual Boardcard](#)  
[Update Missionary Record](#)  
[Update Missionary Assignment History](#)  
  
[View Missionary Release Dates Report](#)  
  
[View Gospel Scholarship Report](#)  
[Update Gospel Scholarship Report](#)

[more ...](#)



## Baptismal Stewardship

[View Baptismal Historical Report](#)  
[View Baptisms by Unit Report](#)  
  
[View Zone Baptism Stewardship Report](#)  
[Update Zone Baptism Stewardship Report](#)  
  
[View Potential Baptisms Report](#)  
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[View Actual Baptisms Report](#)

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## Key Indicators

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[View Weekly KI Summary for HQ](#)  
  
[View Mission Trend Report](#)  
[View Zone Trend Report](#)  
[View Companionship Trend Report](#)  
  
[Update Key Indicators](#)  
[Update Standards of Excellence](#)

[more ...](#)



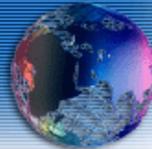
## Gift of Family History

[GoFH Mission Summary Report](#)  
[GoFH Stake Summary Report](#)  
[GoFH Unit Summary Report](#)  
  
[Add New TMAYF Card](#)  
  
[Browse TMAYF Cards](#)  
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## Fleet Administration

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## Online Resources

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## System Administration

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[View Active Sessions Report](#)  
  
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[Configure Automated Reports](#)  
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[Edit Report Templates](#)

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Internet

# Main Menu (Administrator View)



AAM Mission Database



Alaska Anchorage  
Mission Database

**Main Menu**

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THE CHURCH OF  
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### Mission Organization

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- [View Missionary DesMutual IDs Report](#)
- [View Missionary Phone PINs Report](#)
- [View Gospel Scholarship Report](#)
- [Update Gospel Scholarship Report](#)
- [Transfer / Reassign Missionaries](#)
- [View Transfer Summary Report](#)
- [View Unassigned Missionaries Report](#)
- [Generate Updated Transfer Roster](#)
- [Generate Updated Mission Roster](#)
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### Baptismal Stewardship

- [View Baptismal Historical Report](#)
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- [Update Zone Baptism Stewardship Report](#)
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### Key Indicators

- [View Weekly Key Indicators by Zone](#)
- [View Weekly KI Summary for HQ](#)
- [View Mission Trend Report](#)
- [View Zone Trend Report](#)
- [View Companionship Trend Report](#)
- [Update Key Indicators](#)
- [Update Standards of Excellence](#)

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### Gift of Family History

- [GoFH Mission Summary Report](#)
- [GoFH Stake Summary Report](#)
- [GoFH Unit Summary Report](#)
- [Add New TMAYF Card](#)
- [Browse TMAYF Cards](#)
- [Search for TMAYF Cards](#)

**Simple, intuitive menu system and user interface mimics existing MLS 2 software.**



### E-List Administration



### Online Documents



### Custom Administration

# Main Menu (Stake Leadership View)



AAM Mission Database



Alaska Anchorage  
Mission Database

Main Menu

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THE CHURCH OF  
JESUS CHRIST  
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Notice: Your Password Has Expired! [Click here](#) to update your password!



### Baptismal Stewardship

- [View Baptismal Historical Report](#)
- [View Baptisms by Unit Report](#)
- [View Zone Baptism Stewardship Report](#)
- [View Convert Retention Report](#)
- [View Convert Retention Statistics Report](#)



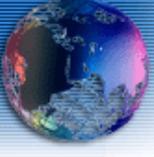
### Key Indicators

- [View Weekly Key Indicators by Zone](#)
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- [View Companionship Trend Report](#)



### Gift of Family History

- [GoFH Stake Summary Report](#)
- [GoFH Unit Summary Report](#)
- [Add New TMAYF Card](#)
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### Online Resources

- [View Messages](#)
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- [Download Files](#)



### System Administration

- [Configure Subscription Lists](#)

**Access to menus and reports is based on permissions which can be assigned by group and/or set individually per user.**

**Customizable security policy automatically prompts user to change password at preset intervals. (60 days by default)**



# Main Menu (Zone Leader View)



AAM Mission Database



Alaska Anchorage  
Mission Database

Main Menu

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THE CHURCH OF  
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## Baptismal Stewardship

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[View Zone Baptism Stewardship Report](#)  
[Update Zone Baptism Stewardship Report](#)

[View Convert Retention Report](#)  
[View Convert Retention Statistics Report](#)  
[Add New Baptismal Contact](#)

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## Key Indicators

[View Weekly Key Indicators by Zone](#)

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## Gift of Family History

[GoFH Stake Summary Report](#)  
[GoFH Unit Summary Report](#)

[Add New TMAYF Card](#)

[Browse TMAYF Cards](#)  
[Search for TMAYF Cards](#)



## Fleet Administration

[View Fleet Odometer Report](#)

[Update Fleet Odometer Report](#)



## Online Resources

[View Messages](#)  
[Compose New Message](#)

[Download Files](#)

**Users only have access to view and update reports pertaining to their individual stewardships.**

# Report View (Mission Roster)



AAM Mission Database

Organization



Alaska Anchorage  
Mission Database



## Mission Current Roster Report Report Prepared: 4 May 2005

THE CHURCH OF  
**JESUS CHRIST**  
OF LATTER-DAY SAINTS

### Roster

District Name	Area Name	Companion	Companion	Companion
<b>Anchorage Zone</b>				
A Turnagain Arm	Anchorage South YSA Elders	(ZL) Washburn, Donovan Lee	(CZ) Anderson, Aaron Phillip	
A Turnagain Arm	Rabbit Creek & Girdwood Elders	(DT) Chapman, Joshua Truman	(TN) Kime, Benjamin	
A Turnagain Arm	Anchorage Sisters	(RT) Ruch, Kathleen Grace	(TN) Schneider, Lindsay Jane	
B Alyeska	Brayton Elders	(DL) Vistercil, Luke J.	(JR) Gampon, Anthony L. F.	
B Alyeska	Anchorage Tagalog Elders	(SR) Olivare, Christopher C.	(JR) Davidson, Scott Levi	
C Klatt	Sand Lake Elders	(DL) Moberly, David Carl	(JR) Garner, Matthew James	
C Klatt	Jewel Lake Elders	(SR) Wiggins, Devin Matthew	(JR) Spackman, James Bert	
<b>Anchorage North Zone</b>				
A Denali	Inlet View / Turnagain Ward Elders	(ZL) Carn, Jeffrey Thomas	(CZ) Dickerson, Trevor Loy	
A Denali	Samoan Elders A	(DL) Fa'amoe, Reginald Taviuni	(JR) Tamafaiga, Savelina	
A Denali	Tongan Branch Elders	(SR) Tuita, Tofa I Mala'e'aloa	(JR) Tukuafu, Ilaisia Gordon	
A Denali	Samoan Elders B	(SR) Kai, Taliafi John	(JR) Suluai, Faaulu Ronnie	
B Knik Arm	North Anchorage Spanish Elders	(DT) Chatelain, Shaun Mikel	(TN) Nokes, Ryan Stuart	
B Knik Arm	Spanish Branch B	(SR) Lindahl, Jeffrey David	(JR) Child, Chase Robert	
B Knik Arm	North Anchorage Spanish Sisters	(SR) Earnshaw, Amanda		
C Lake Hood	Anchorage YSA 3rd Ward	(AP) Sloan, Brandon Carl		
C Lake Hood	Russian Jack Elders	(DL) Solie, Paul William		
C Lake Hood	Airport Heights Elders	(SR) Hansen, Hans Victor		
C Lake Hood	Campbell Park Elders	(SR) Bennion, Douglas Martin		
<b>Chugach Zone</b>				
A Centennial Park	Chester Valley/Knik YSA Elders	(ZL) Fowler, Kellen Thomas		
A Centennial Park	Centennial Park Elders	(DL) Thatcher, Trevor Lorin		
A Centennial Park	Centennial Park Sisters	(SR) Robison, Elizabeth Rose		
A Centennial Park	Chugach Foothills Elders	(TR) Richardson, Todd Jay		
C Chugiak	Chugiak Elders	(DL) Palmer, Benson Dean		
C Chugiak	Eagle River Elders	(SR) Saltzgeber, Ryan Wilkins		

**Report templates  
are parsed into  
clear, easy to read  
reports.**

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THE CHURCH OF  
**JESUS CHRIST**  
OF LATTER-DAY SAINTS

# Print Preview View (Mission Roster)



AAM Mission Database    Organization

Alaska Anchorage Mission Database

Report View  
Print Preview  
Report Options

**Report loads into Adobe PDF Reader for easy and consistent printing.**

Mission Current Roster Report  
Report Prepared: 4 May 2005

THE CHURCH OF JESUS CHRIST OF LATTER-DAY SAINTS

Roster				
District Name	Area Name	Companion	Companion	Companion
<b>Anchorage Zone</b>				
A Turnagain Arm	Anchorage South YSA Elders	(ZL) Washburn, Donovan Lee	(CZ) Anderson, Aaron Phillip	
A Turnagain Arm	Rabbit Creek & Girdwood Elders	(DT) Chapman, Joshua Truman	(TN) Kline, Benjamin	
A Turnagain Arm	Anchorage Sisters	(RT) Ruch, Kathleen Grace	(TN) Schneider, Lindsay Jane	
B Alyeska	Brayton Elders	(DL) Vislerol, Luke J.	(JR) Gampon, Anthony L. F.	
B Alyeska	Anchorage Tagalog Elders	(SR) Olivare, Christopher C.	(JR) Davidson, Scott Levi	
C Klatt	Sand Lake Elders	(DL) Moberly, David Carl	(JR) Garner, Matthew James	
C Klatt	Jewel Lake Elders	(SR) Wiggins, Devin Matthew	(JR) Spackman, James Bert	
<b>Anchorage North Zone</b>				
A Denali	Inlet View / Turnagain Ward Elders	(ZL) Carn, Jeffrey Thomas	(CZ) Dickerson, Trevor Loy	
A Denali	Samoa Elders A	(DL) Fa'amoe, Reginald Tavuni	(JR) Tamafaiga, Savellna	
A Denali	Tongan Branch Elders	(SR) Tuita, Tofa I Malale'aloa	(JR) Tukuafu, Ilaisla Gordon	
A Denali	Samoa Elders B	(SR) Kai, Tallafi John	(JR) Suluati, Faaulu Ronnie	
B Knik Arm	North Anchorage Spanish Elders	(DT) Chateleh, Shaun Mikel	(TN) Nokes, Ryan Stuart	
B Knik Arm	Spanish Branch B	(SR) Lindahl, Jeffrey David	(JR) Child, Chase Robert	
B Knik Arm	North Anchorage Spanish Sisters	(SR) Eamshaw, Amanda	(JR) Merrill, Amanda	
C Lake Hood	Anchorage YSA 3rd Ward	(AP) Sloan, Brandon Carl	(AP) Marsh, Randal Charles	
C Lake Hood	Russian Jack Elders	(DL) Solle, Paul William	(JR) Hartman, Mark Thomas	
C Lake Hood	Airport Heights Elders	(SR) Hansen, Hans Victor	(JR) Rice, Travis Evan	
C Lake Hood	Campbell Park Elders	(SR) Bennlon, Douglas Martin	(JR) BIRD, Jeffrey Tyler	
<b>Chugach Zone</b>				
A Centennial Park	Chester Valley/Knik YSA Elders	(ZL) Fowler, Kellen Thomas	(JR) Tungate, Justin Scott	
A Centennial Park	Centennial Park Elders	(DL) Thatcher, Trevor Lorin	(JR) Miller, Trevor Lee	
A Centennial Park	Centennial Park Sisters	(SR) Robison, Elizabeth Rose	(JR) Shell, Christine Virginia	
A Centennial Park	Chugach Foothills Elders	(TR) Richardson, Todd Jay	(TN) Jensen, Trevor Bjomar	
C Chugiak	Chugiak Elders	(DL) Palmer, Benson Dean	(JR) Phillips, Gregory Brandon	
C Chugiak	Eagle River Elders	(SR) Saltzger, Ryan Wilkins	(JR) Rucker, Benjamin Thomas	
C Chugiak	Alpenglow, Meadow Creek Sisters	(TR) Whipple, Tonya Lee	(TN) Edington, Tamra Ellen	
C Chugiak	Bethel Elders	(SR) Gerber, Zachary Aaron	(JR) Ong, Michael Villamorel	
<b>Fairbanks Zone</b>				
A Northern Lights	Fairbanks 5th Elders	(ZL) Ketter, JR., John Edward	(CZ) Evans, Michael Alexander	

1 (1 of 2)

Done    Internet

# Report Options View (Mission Roster)



AAM Mission Database

Organization



Alaska Anchorage  
Mission Database

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THE CHURCH OF  
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## Customize Report: Roster Report

The following options are available:

Roster:

Show Hidden Zones:

[Back](#)

**Each report has several individually configurable options accessible from the menu bar.**

# Report View (Update Stewardship Report)



AAM Mission Database

Organization

Baptismal Stewardship



Alaska Anchorage Mission Database

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THE CHURCH OF JESUS CHRIST OF LATTER-DAY SAINTS



## Baptism Stewardship Data Administration

Anchorage Zone  
May 2005

THE CHURCH OF JESUS CHRIST OF LATTER-DAY SAINTS

### Potential Baptisms

Investigator Name	Missionaries	Unit	Age	1st Lesson Date	Number of Lessons Taught	Lessons with Member Present	Fellowship Name	Times Attended Church	Notes	
Mae-Mae	Olivare & Davidson	Klatt Ward	14	10 mar 05	4	4	Becky Alip	12		Edit
Clayton, Greg	Ruch & Schneider	O'Malley Ward	40	10 mar 05	2	2	Mazies			Edit
Pinkhasova, Lina	Ruch & Schneider	O'Malley Ward	18	10 mar 05	1	1	Bess Watson	3		Edit
Donna Kunz	Winnings & Snodman	Jewel Lake Ward	25	dec 05	1	1	Browns	0		Edit
Shela Walsh	Olivare & Davidson	Klatt Ward	14	10 mar 05	1	1	Bro Babbits	2		Edit
Kanha Kounduangta	Ruch & Schneider	O'Malley Ward	40	10 mar 05	4	4		3		Edit
Linsamia Kounduangta	Ruch & Schneider	O'Malley Ward	18	10 mar 05	3	3		1		Edit
Clayton, Jan	Chapman & Kime	Rabbit Creek Ward	49	12-Oct	4	3	Mazies	many		Edit
Chris VanderWeele	Ruch & Schneider	O'Malley Ward	20's	2003	5	0	Skinners	9		Edit
Pam VanderWeele	Ruch & Schneider	O'Malley Ward	20's	2003	5	0	Skinners	9		Edit
										Add

Directly editable reports make accurate reporting easy.

10 Total Potential Baptisms

### Projected Baptisms

Investigator Name	Missionaries	Unit	Age	1st Lesson Date	Number of Lessons Taught	Lessons with Member Present	Fellowship Name	Times Attended Church	Projected Baptism Date	Projected Confirmation Date
Vickie Smith	Vistercil & Gampon	Brayton Ward	26	26 apr 05	2	2	Clawsons, Longs	1	14 May 2005	N/A
Emilio Masinas	Moberly & Garner	Sand Lake Ward	15	April 1	3	3	Eric Rongel	many	14 May 2005	15 May 2005
Cassie Pfeifer	Winnings & Snodman	Jewel Lake Ward	25	dec 05	3	3	Jenny Griggs	2	14 May 2005	15 May 2005

# Report View (Update Stewardship Report)



AAM Mission Database

Organization

Baptismal Stewardship



Alaska Anchorage Mission Database

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## Baptism Stewardship Data Administration Anchorage Zone Report Prepared: 4 May 2005

THE CHURCH OF  
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### Potential Baptisms

Investigator Name	Mission	1st	Number of	Lessons	Fellowship		
			ons	with	shipper		
			ht	Member	Name		
				Present			
Mae-Mae	Olivare & Davi		4		Becky Aip		
Clayton, Greg	Chapman & K		2		Mazies		
Pinkhasova, Lina	Moberly & Ga		1		Bess Watson		
Donna Kunz	Wiggins & Spa		1		Browns		
Shela Walsh	Olivare & Davi		1		Bro Babitts		
Kanha Kounduangta	Ruch & Schne		4				
Linsamia Kounduangta	Ruch & Schne		3				
Clayton, Jan	Chapman & K		3		Mazies		
Chris VanderWeele	Ruch & Schneider	O'Malley Ward	20's	2003	5	0	Skinners
Pam VanderWeele	Ruch & Schneider	O'Malley Ward	20's	2003	5	0	Skinners

Inline, context sensitive help opens by clicking on the Help button.

### Online Help: Update Baptismal Stewardship Report

Lists investigators who have been or are preparing to be baptized in each zone.

### Options:

Zone Name: Zone or stake.  
Baptism Date Range Start: Report starting date.

10 Total Potential Baptisms

### Projected Baptisms

Investigator Name	Missionaries	Unit	Age	1st Lesson Date	Number of Lessons Taught	Lessons with Member Present	Fellowship Name	Tim	Atter Chu
Mokie Smith	Vistoreil & Gampon	Brayton Ward	26	26 apr 05	2	2	Clawsons, Longs	1	
Emilio Masinas	Moberly & Garner	Sand Lake Ward	15	April 1	3	3	Eric Rongel	many	
Cassie Pfiefer	Winnins & Snackman	Jewel Lake Ward	25	dec 05	3	3	Jenny Grins	?	

# Report View (Key Indicators Trend Graph)



AAM Mission Database

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Baptismal Stewardship

**Key Indicators**



Alaska Anchorage Mission Database

**Tabs allow quick access to previously viewed reports.**

**Report View**

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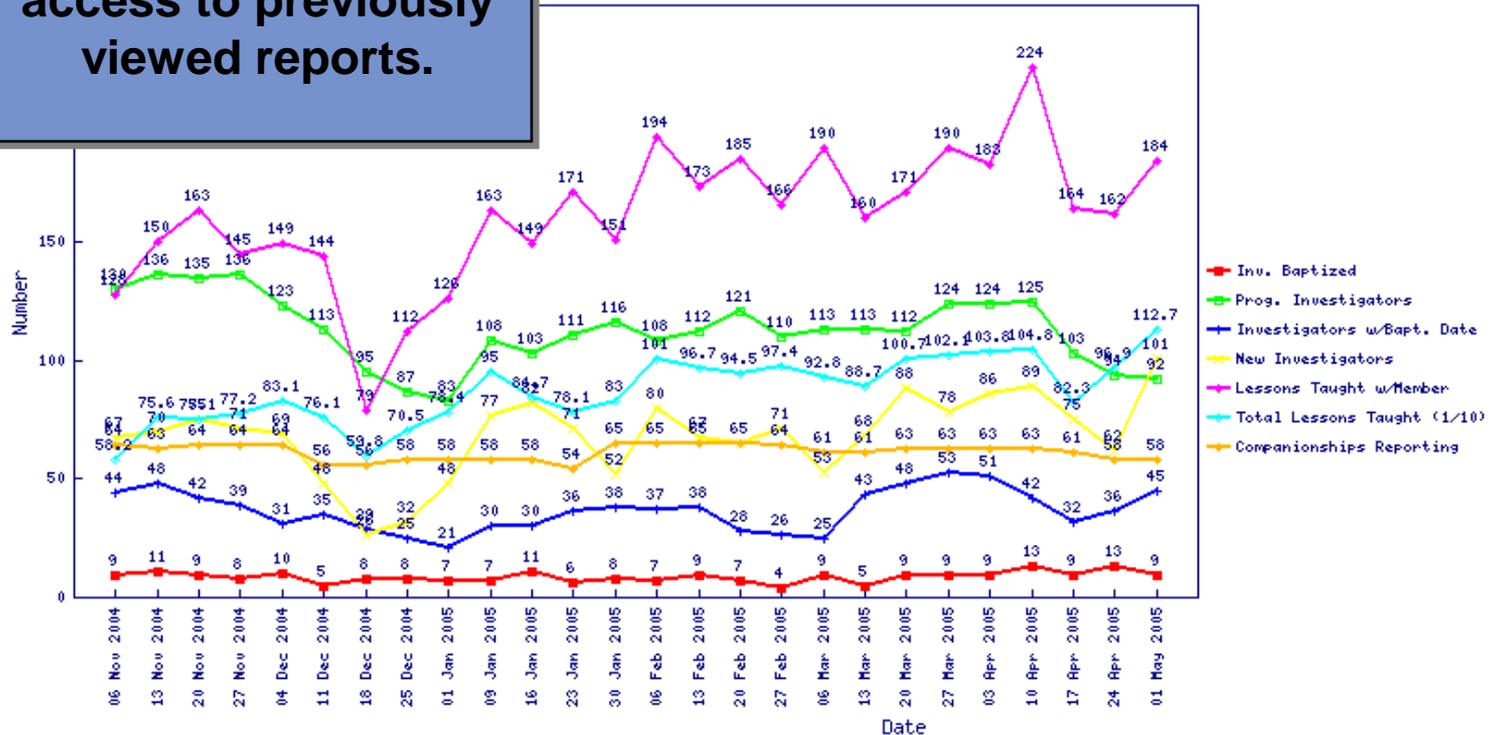
[Help](#)

[Logout](#)

## Mission Key Indicator Totals Trend Report Report Prepared: 4 May 2005

THE CHURCH OF  
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Indicator Graph



Week Ending	Companionships Reporting	Investigators Baptized And Confirmed	Investigators With A Baptismal Date	Investigators Who Attended Sacrament Meeting	Lessons Taught to Investigators with a Member Present	Other Lessons Taught	Progressing Investigators	Referrals	New Investigators	Lessons Taught to Recent Converts and Less-Active
		Baptized	Confirmed					Received	Contacted	



# Report View (Missionary Transfer Tool)



AAM Mission Database

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Fleet Admin

Resources



Alaska Anchorage  
Mission Database



**Missionary Transfer Tool**  
**Transfer Date: 18 Apr 2005**  
**Report Prepared: 4 May 2005**

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THE CHURCH OF  
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## Open Mission Areas in Zone

District	Area	Companion	Position	Companion	Position	Edit
A Turnagain Arm	Anchorage South YSA Elders	Washburn, Donovan Lee	Zone Leader	Anderson, Aaron Phillip	Co-zone Leader	Edit
A Turnagain Arm	Rabbit Creek & Girdwood Elders	Chapman, Joshua Truman	District Leader Trainer	Jensen, Trevor Bjornar	Trainee	Edit
A Turnagain Arm	Anchorage Sisters	Ruch, Kathleen Grace	Sis. Rep. / Trainer	Schneider, Lindsay Jane	Trainee	Edit
B Alyeska	Brayton Elders	Vistercil, Luke J.	District Leader	Gampon, Anthony L. F.	Junior Companion	Edit
B Alyeska	Anchorage Tagalog Elders	Olivare, Christopher C.	Senior Companion	Davidson, Scott Levi	Junior Companion	Edit
C Klatt	Sand Lake Elders	Moberly, David Carl	District Leader	Garner, Matthew James	Junior Companion	Edit
C Klatt	Jewel Lake Elders	Wiggins, Devin Matthew	Senior Companion	Spackman, James Bert	Junior Companion	Edit

7 Total Companionships

Transfers are made by using drop-down boxes to select the companions and the positions. Boardcards and rosters are automatically updated accordingly.

# Report View (Print Individual Boardcard)



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THE CHURCH OF JESUS CHRIST OF LATTER-DAY SAINTS


Adobe Reader 7.0

**Elder Matthew James Garner**  
Plain City, Utah SPANISH

Release Date:	awaiting photo	Transferred to Area:	07 Mar 2005
15 Nov 2005		Trainer:	0
Gospel Study: 3			

Start Date	Area	Title	Companion
28 Nov 2003	Juneau 3rd Ward / Spanish	Trainee	E. James Anthony Eaton
19 Feb 2004	Anchorage Spanish Branch	Junior Companion	E. Michael Sommerfeld
31 Mar 2004	Anchorage Spanish Branch	Junior Companion	E. Nathan Eric McCoy
May 2004	<i>Teacher of Gospel Principles</i>		<i>Six Discussions</i>
13 May 2004	Anchorage Spanish Branch	Junior Companion	E. Brian H. Robinson
20 Sep 2004	Sand Lake Ward / Mission Office	Senior Companion	E. William R. Windish
13 Dec 2004	Sand Lake Ward / Mission Office	Senior Companion	E. David Carl Moberly
24 Jan 2005	Anchorage Spanish Branch	Senior Companion	E. Levi Matthew Nelson
07 Mar 2005	Sand Lake Ward / Mission Office	Junior Companion	E. David Carl Moberly

**Elder Matthew James Garner**  
Plain City, Utah SPANISH

Release Date:	awaiting photo	Transferred to Area:	07 Mar 2005
15 Nov 2005		Trainer:	0
Gospel Study: 3			

Start Date	Area	Title	Companion
28 Nov 2003	Juneau 3rd Ward / Spanish	Trainee	E. James Anthony Eaton
19 Feb 2004	Anchorage Spanish Branch	Junior Companion	E. Michael Sommerfeld
31 Mar 2004	Anchorage Spanish Branch	Junior Companion	E. Nathan Eric McCoy
May 2004	<i>Teacher of Gospel Principles</i>		<i>Six Discussions</i>
13 May 2004	Anchorage Spanish Branch	Junior Companion	E. Brian H. Robinson
20 Sep 2004	Sand Lake Ward / Mission Office	Senior Companion	E. William R. Windish
13 Dec 2004	Sand Lake Ward / Mission Office	Senior Companion	E. David Carl Moberly
24 Jan 2005	Anchorage Spanish Branch	Senior Companion	E. Levi Matthew Nelson
07 Mar 2005	Sand Lake Ward / Mission Office	Junior Companion	E. David Carl Moberly

**Boardcards are produced in Adobe PDF format for consistent printing and can be printed up to two per page to conserve paper.**

1 of 1

Internet

# Report View (View Monthly Calendar)



AAM Mission Database

Gift of Family History

System Admin

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Alaska Anchorage  
Mission Database

Current User:  
**Administrator**

**Report View**

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THE CHURCH OF  
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## June, 2005

### Mission Monthly Planner

Report Prepared: 24 May 2005

THE CHURCH OF  
**JESUS CHRIST**  
OF LATTER-DAY SAINTS

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	<b>May 2005</b> Su M Tu W Th F Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	<b>July 2005</b> Su M Tu W Th F Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	<b>1</b> DEPARTURES & NEW ARRIVALS DINNER 5:30PM & INTERVIEWS	<b>2</b> ORIENTATION NEW ARRIVALS & ASSIGNMENTS Teleconference David E. Sorensen 1:00pm Elder Stewart Here	<b>3</b> ZONE LEADERS COUNCIL MEETING 9:00 - 4:00PM Elder Stewart Overnight	<b>4</b> Drive to SOLDOTNA INTERVIEWS IN AM SOLDOTNA STAKE CONF
<b>5</b> SOLDOTNA STAKE CONFERENCE - GA Kenai Riverbend	<b>6</b> FISH with Goggia Drive to Anchorage	<b>7</b>	<b>8</b> NORTH ANCHORAGE INTERVIEWS	<b>9</b> SOUTH ANCHORAGE INTERVIEWS <u>KAYE STARR SINGERS - JUNE 9-14</u>	<b>10</b> 5 ZONE CONFERENCE WITH KAYE STARR SINGERS @ BAXTER Fireside	<b>11</b> VALDEZ & GLENNALLEN
<b>12</b> VALDEZ CHURCH	<b>13</b> Family Home Evening	<b>14</b>	<b>15</b> CHUGACH INTERVIEWS	<b>16</b> WASILLA INTERVIEWS	<b>17</b>	<b>18</b>
<b>19</b>	<b>20</b> Fly # to JUNEAU Grandma's # 195514 Budget Car # 61900	<b>21</b>	<b>22</b> Fly # to Fairbanks Budget Car # 61900	<b>23</b> FAIRBANKS INTERVIEWS FAIRBANKS ZONE CONF	<b>24</b> Out-Meeting 7:00pm SUNSHINE DAY	<b>25</b> BBQ 6:00pm Mission Home or
<b>26</b>	<b>27</b> OFFICE	<b>28</b> <u>SHERATON ANCHORAGE</u>				

Calendars are easily created,  
printed or shared online helping to  
keep everyone on the same page.



Internet

# Main Menu (Administrator View)



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THE CHURCH OF  
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## AAMdb Messenger

### Good Work!

From: Administrator (admin)  
Sent: Wed May 4 14:50:37 2005

Elders-  
Keep up the great work in your zone. Thank you for getting your numbers in promptly! Let us know if there's anything we can do for you...

Thanks,  
Elders Garner & Moberly

Reply

Forward

Delete

New Message

**Built-in email-like  
messenger makes  
communication  
easier.**



Internet

# Main Menu (Administrator View)



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THE CHURCH OF  
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Notice: You have 1 unread message(s)! [Click here](#) to read your messages!



### Mission Organization

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[Print Individual Boardcard](#)  
[Update Missionary Record](#)  
[Update Missionary Assignment History](#)

[View Missionary Release Dates Report](#)

[View Gospel Scholarship Report](#)  
[Update Gospel Scholarship Report](#)

[more ...](#)



### Baptismal Stewardship

[View Baptismal Historical Report](#)  
[View Baptisms by Unit Report](#)

[View Zone Baptism Stewardship Report](#)  
[Update Zone Baptism Stewardship Report](#)

[View Potential Baptisms Report](#)  
[View Projected Baptisms Report](#)  
[View Actual Baptisms Report](#)

[more ...](#)



### Key Indicators

[View Weekly Key Indicators by Zone](#)  
[View Weekly KI Summary for HQ](#)

[View Mission Trend Report](#)  
[View Zone Trend Report](#)  
[View Companionship Trend Report](#)

[Update Key Indicators](#)  
[Update Standards of Excellence](#)

[more ...](#)



### Gift of Family History

[GoFH Mission Summary Report](#)  
[GoFH Stake Summary Report](#)  
[GoFH Unit Summary Report](#)

[Add New TMAYF Card](#)

[Browse TMAYF Cards](#)  
[Search for TMAYF Cards](#)



### Fleet Administration

[View Fleet Odometer Report](#)  
[View Fleet Vehicles Report](#)  
[View Vehicle Service History Report](#)

[Update Fleet Odometer Report](#)



### Online Resources

[View Messages](#)  
[Compose New Message](#)

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[View Saved Reports](#)



### System Administration

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[View Active Sessions](#)

[Administrate Users](#)  
[Configure Auto Updates](#)  
[Configure Subscription Lists](#)  
[Edit System Registry](#)  
[Edit Report Templates](#)

[more ...](#)

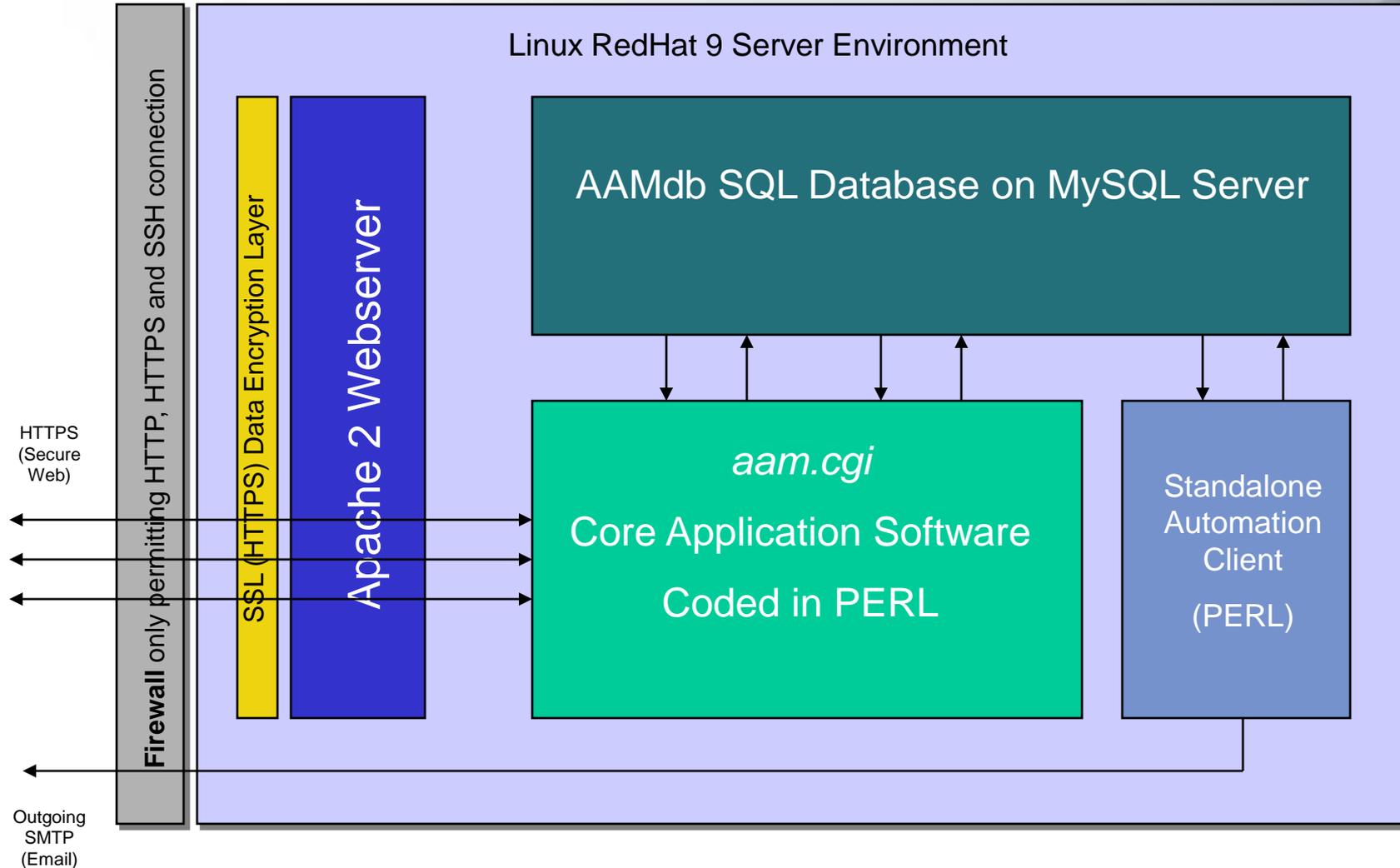
New messages are announced on the main menu and by a popup dialog box.

# Technical Detail

- Design Overview
- Security
- Scalability



# Application Design Overview



# Security



- Runs completely over 128-bit SSL (HTTPS) secured connection with dedicated SSL certificate.
- Session-based security- a time-limited user session is created upon login that is bound to the IP address of the client.
  - Prevents unnecessary retransmission of login credentials and is not susceptible to session-hijacking.
- Physical server runs Linux RedHat 9 and is firewalled to allow only HTTP, HTTPS and SSH connection.
- Backend MySQL server only listens on local socket.
- Physical server runs in a 'virtual dedicated server' configuration ensuring privacy from other users.
- Each individual user and group has individually configurable permissions allowing access only to pertinent and appropriate information.

# Scalability



- Easily scalable to add new functionality.
  - New reports can be added by simply creating or adjusting a report template.
  - Simple reporting template language makes increasing functionality easy.
  - Additional data can be stored by adding the appropriate tables to the SQL database, and creating additional report and input templates.
- Easily scalable to serve additional missions.
  - All mission specific data is stored in the database (not hard-coded into the application software) and is easily customized on a per-mission basis.
  - The same server can serve many multiple mission databases.
  - The same application can automatically detect and connect to the appropriate database (based on referring URL, for example).
  - Pertinent mission data can be imported directly from MOS.
  - Could be configured to support additional languages and locales.
- Centralized application and databases.
  - No client-side software to install or maintain.
  - Instantly available to all internet-enabled missions.
  - Updating the application software on the server instantly updates all clients.
  - Uniform data collection by headquarters can be easily automated.
  - Could conceivably completely replace MOS in the future.

# Full Online Demo



- A full demo of the MDS is available online:
  - Go to: <http://demo.alaskaanchoragemission.org>
  - Enter one of the following sets of credentials:

	<u>username</u>	<u>password</u>
• Full admin access:	admin	demoadmin
• Sample Zone Leader:	testzl	test
• Sample Stake President:	teststake	test
• Sample Ward Mission Ldr:	testwml	test

Notice: The demo database accessed above is a *copy* of the AAM database. It has been setup for demonstration purposes only; however, it may still contain potentially sensitive information relating to the Alaska Anchorage Mission. Please use appropriate judgment in the distribution of the database access credentials listed above.

# Using the MDS In Your Mission



**Microsoft  
Word Document**

Getting the MDS software up and running in your mission is easy! The Word Document attached to the left outlines the steps and answers many common questions.

# Additional Information



For additional information, please contact:

- Elder Garner
  - Alaska Anchorage Mission
    - Mission Office: (907) 345-7579
    - Email: [web@alaskaanchoragemission.org](mailto:web@alaskaanchoragemission.org)