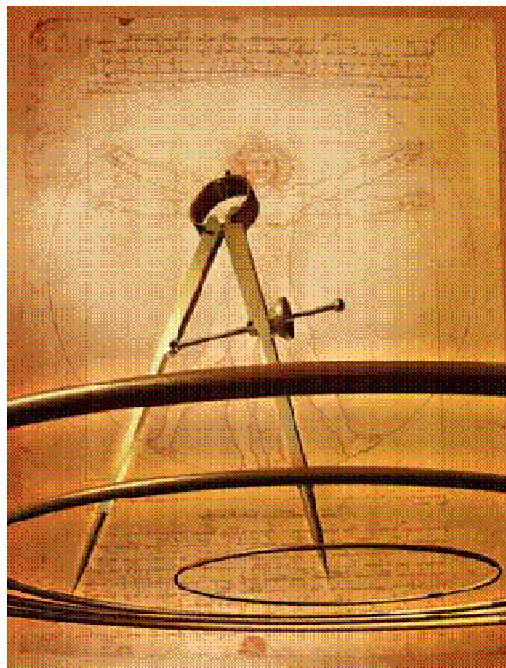**Blackbaud**

BLACKBAUD
ONLINE USER CLINICS

Log on, Listen, and Learn

Make the world a better place.

The Raiser's Edge Online User Clinics: Tracking Split Gifts & Soft Credits
November 18, 2010

Host: William Jankins, Solutions Consultant

Q&A and Technical Assistance

To submit a text question:

1) Click the 'Q&A' pane
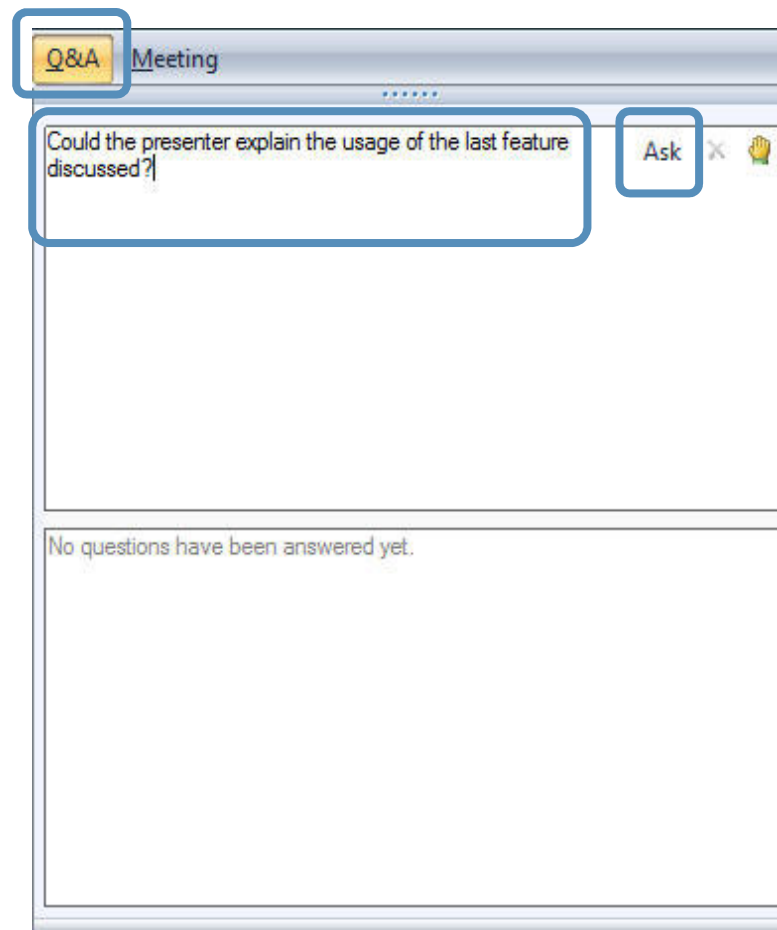2) Type your question
3) Click the 'Ask' button

Note: Use the scroll button to scroll to your answer if necessary.

For technical assistance connecting:

Intercall: 800.374.1852

Live Meeting: 866.493.2825

Note: These numbers are for technical assistance. They are not the call-in numbers to listen to the event.

Agenda

- Welcome and Introductions
- Blackbaud News and Updates
- Split Gifts and Soft Credits Presentation
- Upcoming Web Events
- How Blackbaud Can Help
- Q&A

Take 50% Off All Raiser's Edge User Licenses & Modules!

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  •   December 2 at 2:00 p.m. ET
  •   December 16 at 1:00 p.m. ET

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  - The Financial Edge
  - The Education Edge
  - Blackbaud NetCommunity
  - Blackbaud Sphere

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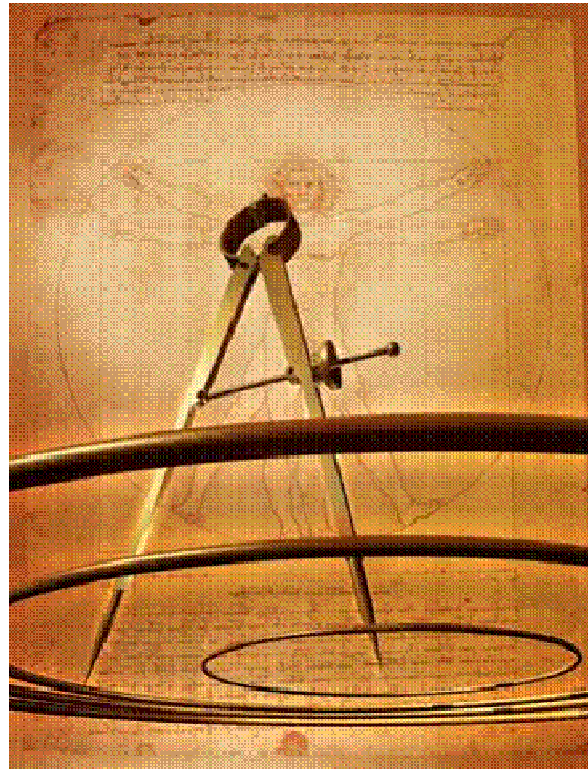- ☑ **Monthly training newsletter with new class alerts, tips and tricks**

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➢ **Availability**: Host The Raiser's Edge, The Financial Edge, Blackbaud NetCommunity, The Education Edge, Faculty Access for the Web, NetClassroom, Student Information System, The Patron Edge Online, Blackbaud Enterprise CRM, Blackbaud Direct Marketing, and The Researcher's Edge

The Raiser's Edge Online User Clinics:
Tracking Split Gifts & Soft Credits

Host: William Jankins, Solutions Consultant

Let's start with some definitions

Split Gifts:

You can split a gift between multiple campaigns, funds, appeals, or packages. When you split a gift, you must specify an amount or percent of the gift designated to each campaign, fund, appeal, or package.

Soft Credits:

If you receive a gift and want to recognize the donor as well as another constituent for the contribution, use a soft credit. A soft credit allows you to credit multiple constituents for the same gift and control how the soft credit amount figures into reports and giving totals. By using a soft credit, you can ensure each constituent who deserves recognition, such as a spouse or primary business, receives it. Soft credits can be added to any gift regardless of the Post Status (e.g. Posted, Do Not Post, Not Posted).

Knowledgebase References

Split Gifts

- How to enter Split Gifts – BB17124

- How to query Split Gifts – BB700671

- How are Split Gifts displayed- BB4548

- How to add a Split Gift – BB575578

- How to export Split Gift amounts – BB521526

- How to include Split Gift amount in a receipt - BB599426

Knowledgebase References

Soft Credits

- How to use Soft Credits - BB152
- How to report on Soft Credits – BB294501, BB49112
- How to Soft Credit in batch – BB22749
- What is a Soft Credit - BB290600
- How to query on Soft Credits – BB19395
- How to exclude Soft Credits from reports – BB48265

The Raiser's Edge Online User Clinics

Topic	Date
Homepage and Dashboards	1/21/10
Database Cleanup	2/18/10
Batching and PCI Compliance	3/18/10
Querying	4/15/10
Mail Merging	5/20/10
Action Tracks and Moves Management®	6/17/10
Reporting in The Raiser's Edge 7	7/15/10
Database Cleanup	8/19/10
Tracking Solicitors and Appeals	9/16/10
Importing	10/21/10
Split Gifts and Soft Credits	11/18/10
Security and PCI Compliance	12/16/10

Upcoming Web Seminars

- Introduction to The Financial Edge
  - December 15 at 1:00 p.m. ET

- Grow Corporate Sponsorship Using Friends Asking Friends
  - December 1 at 2:00 p.m. ET

- For a schedule of all upcoming web seminars or to register, go to
  www.blackbaud.com/webinars.

How Blackbaud Can Help

Contact Blackbaud Support for more information on:

- Additional Modules: Multiple module purchases and bundled training
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- Hosting Services: Blackbaud Application Hosting™
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Blackbaud.

Questions?

For more information:

Contact your account manager

Phone: 800-443-9441

Email: solutions@blackbaud.com

Thank You for joining us!

Make the world a better place.