

What Works

A complimentary Newsletter from CareWorks Software

Highlighted News

- Emails and CareWorks
- Getting the Most from CareWorks
- Spring Clean Ups
- Moved our Office

HOW CAN I SEND AN EMAIL TO A VOLUNTEER WITH INFORMATION FROM CAREWORKS?

I know that some of you would like to be able to directly access your volunteers via email through CareWorks. Do you want to send them information about a specific Receiver that they may be getting ready to visit?

Well, it would certainly be nice if CareWorks were web access, but it isn't at this time. However, you can download free software from www.gadwin.com. They have a program called Gadwin Print Screen. You can capture the information you want from your monitor and Gadwin will attach it as a screen shot to an outgoing email. For example: an Individual Receivers Report.

This can be a great tool, but you may need to be careful about sending out confidential information to your Volunteers that may be in specific Receivers records.

Please give a call if you need more specific information.

GETTING THE MOST FROM CAREWORKS

Are you taking advantage of all of the reporting features CareWorks can provide?

If you want to find out more about what CareWorks can do, you can check out the online HELP in the program OR give a call and we can discuss your program's particular needs.

I know that some groups weren't entering in Timesheet information. By not doing that, they are missing out on some of the best reports that CareWorks has.

Have you checked out the "FIND A VOLUNTEER" button on the Main Menu, upper left? This can be a valuable tool in identifying who is available for a specific needed service.

FUNDRAISING IDEAS

Have you come up with a unique fundraising idea? We'd love to share it with other CareWorks users! Before you know it, Spring will be here. Perhaps you could auction off **Spring Clean Ups** as a new fundraiser!



MOVED

On December 19, 2008, we moved our office to 291 Wall Street, 4th floor, Kingston, NY.

[CALL TODAY for a DEMO CD](#)