



Presbytery of the Cascades
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PCUSA Statistical Reports 2022: How to Enter Statistics Online and Print a Copy of Your Report

By

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A Thesis
Submitted to the Presbytery of the Cascades
In Partial Fulfillment of the Requirements
For a Paycheck
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Lots of Pictures and a few words to bring you peace this winter!

General Prologue (with Apologies to Geoffrey Chaucer)

*When that December with its sky of soot
Gives turkey stuffing memories the boot,
And bathed every shop with lights that lure
Shoppers for jewelry, toys and fur.
Then clerks prepare to count and gather facts.
While others eat and drink and do relax.
Clerks take heart, this year will not undo us!
Below are tips to help remove the fuss.*

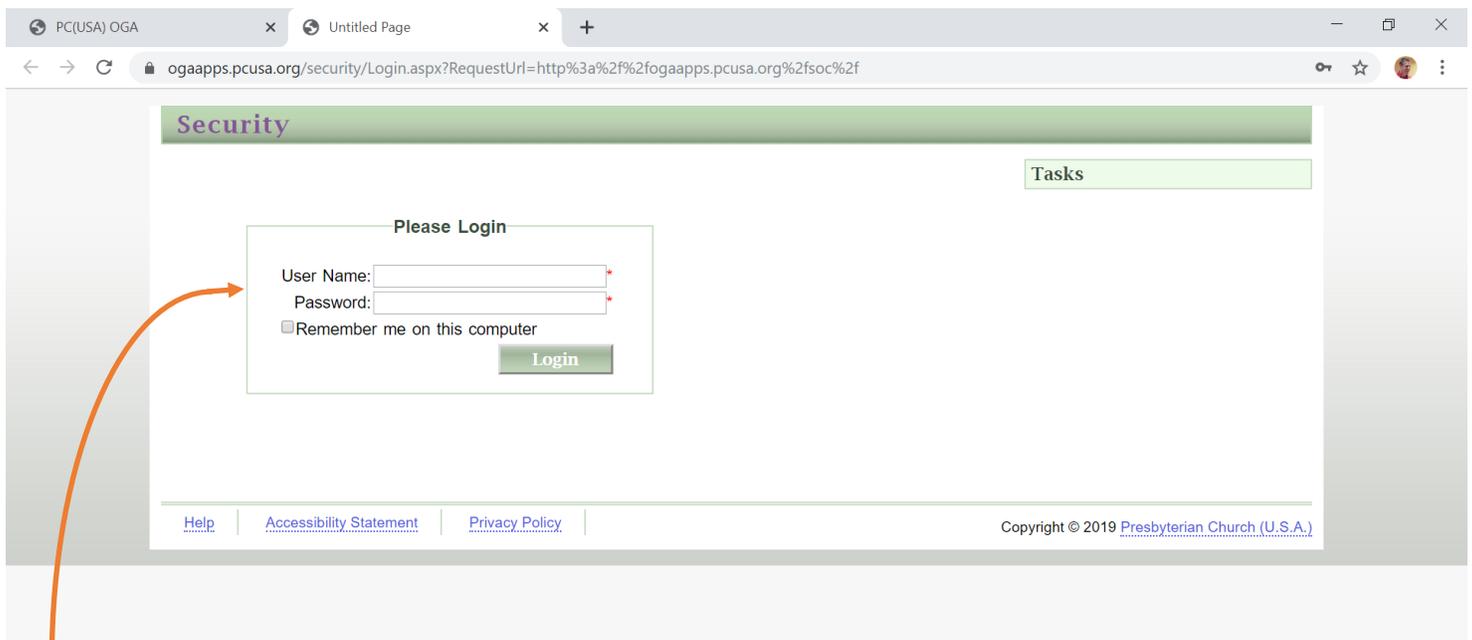
Welcome to statistical reporting! Beginning is half done! This guide aims to help you get started and also show you how to print the fruits of your labor so others can stand in awe of your work (or at least approve the statistics so you can submit them).

From a data standpoint, some data collection is easy, other data is difficult and sometimes the report is impossible.

In the latter cases, don't hesitate to call or email me (503-720-5392. paul@potc.life). And, if at all possible, skip the impossible section and, as Mr. Rogers said, "Look for the easy answers."

This particular thesis deals with the entry side of statistical reporting and the printing of the report (see page 5 for printing). But don't worry, its got lots of pictures!!

When you are ready to start the statistical reports, turn on your computer and get on the internet. Then go to the statistical log-in page (<https://ogaapps.pcusa.org/security/Login.aspx?RequestUrl=http%3a%2f%2fogaapps.pcusa.org%2fsoc%2f>). You should see something like this:

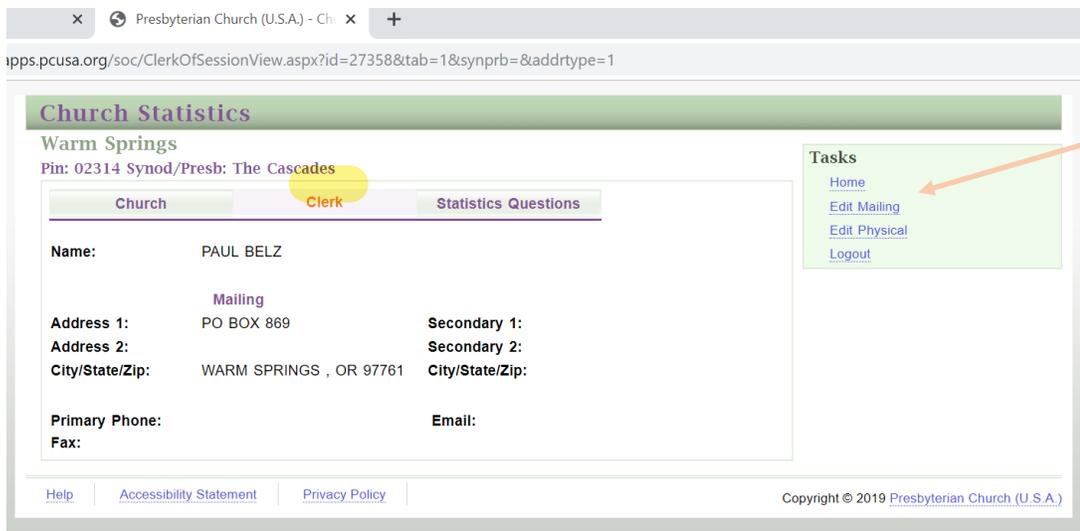
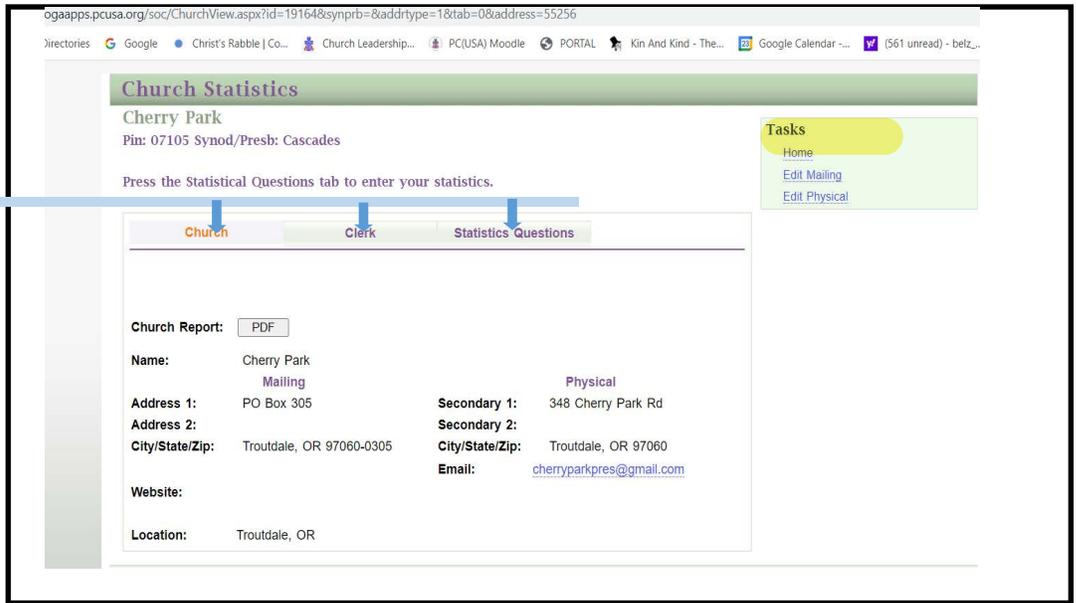


Type your user name and password* in the appropriate boxes. Then click on the green box that says "Login."

*Don't know your user name or password? Call or e-mail Paul!

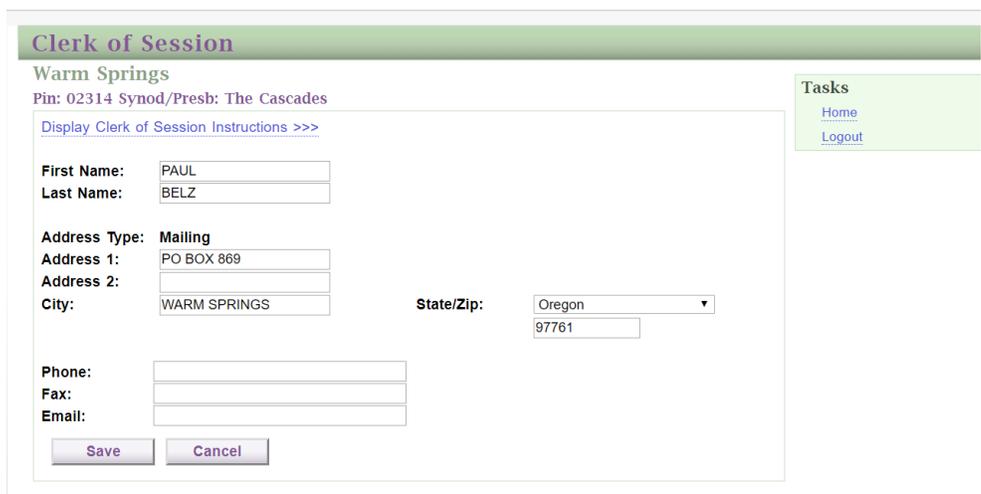
Clicking on the Login box should send you to a page that looks similar to this:

These **3 tabs** take you to various parts of the report. Right now we are viewing the church information. If the church address or phone # has changed you can edit it using the **tasks**. You click on the blue links below tasks to edit particular parts of the page or get reports.



If you click on the "Clerk" link you see a page like this. The "Tasks" Box allows you edit the contact information. You can see that Paul Belz has a mailing address but not a physical address at this point. If I click on "edit mailing" I am sent to the screen below:

You can change or add text in any of the boxes you would like, then click "save" on the bottom. Clicking "save" or "cancel" will return you to the clerk page with the 5 tabs across the face (see picture at top of page).



If you click on the “Statistics Questions” tab you first see the “Instructions” page. When you want to enter statistics, you need to go to the blue links under “Tasks”. The statistics are divided into 4 categories: **Membership Stats, Congregational Life Stats, Racial Ethnic Stats, and Financial Stats.**

The screenshot shows the 'Church Statistics' page for 'Warm Springs' (Pin: 02314 Synod/Presb: The Cascades). The 'Statistics Questions' tab is selected. The page title is 'SESSION ANNUAL STATISTICAL REPORT FOR THE YEAR 2019'. It contains instructions for reporting membership statistics for 2019, including a deadline of December 31, 2019. A 'Tasks' sidebar on the right lists: Home, Instructions, Membership Stats, Congregational Life Stats, Racial Ethnic Stats, Financial Stats, Submit Stats, and Logout. An orange arrow points from the 'Membership Stats' link in the sidebar to the right.

Oh, Look! It's your friendly Tasks section!! Click on Membership Stats and you can start entering your statistics on membership!

The screenshot shows the 'Membership Statistics' entry page. The 'Tasks' sidebar on the right is highlighted with a green box. The main content area includes a 'Beginning Membership' section with a value of 28 and a checkbox for 'Different Beginning Membership?'. Below this is a 'Gains' section with input fields for 'Certificate Gains', 'Youth Professions of Faith', and 'Professions of Faith and Reaffirmations'. The 'Total Gains' is currently 0. An orange arrow points from the 'Membership Stats' link in the sidebar to the browser's address bar.

At the bottom of the page (not shown) you can hit “accept” which simply saves the statistics. You can always come back later and change what you accepted earlier. Hitting accept will send you back to "Instructions". On that page use the Tasks to select another section of Statistics. Please ignore the “Submit” task. It makes it so you can't edit that mistake that wakes you up at 4 am after you hit submit. If you never hit submit, the program still submits the information at the deadline so, again, “Submit” is not your friend.

How do I print a copy of my report?

You have two options.

On the main screen when you first log into the program, above your church address area you will see a button that says “PDF”. Pressing this will create a copy of your current year report as a PDF.

Church Statistics
Trinity
Pin: 00001 Synod/Presb: 380-248

Church Clerk Statistics

Church Report: PDF

Name: Trinity
Mailing

Address 1: PO Box 367
Address 2:
City/State/Zip: Chinle, AZ 86503-0367

Secondary 1:
Secondary 2:
City/State/Zip:

Primary Phone: 928-674-3323
Fax:
Email: navajotrinity@gmail.com

Website: www.pbygrandcanyon.org/chinletrinity/index.html

The other option:

After logging into the program, on the right side, you'll see the option Reports.

To print or download a copy of your report press the option “Reports.” You'll need to work through a series of options.

Church Statistics
[<< Return to Menu](#)

Tasks
[Church Report](#)
[Church Download Report](#)
[Logout](#)

[Help](#) | [Accessibility Statement](#) | [Privacy Policy](#) | Copyright © 2011 Presbyterian Church (U.S.A.)

To view or print a copy choose “Church Report.” It will then ask you for the year you would like to view.

Hopefully the number in the box will be "2019". You can use the arrow next to the number to choose any of the past 10 years of reports. Then click "View Report".



Your report will appear in a box, scroll down to view page one, then use the grey arrow buttons on the top of the page to move to the second page (though you will probably only have 1 page so its not necessary). To print a page click the drop down box that looks like a blue floppy disk. I suggest clicking the PDF option for a clean copy of your report. This saves the PDF and then you can use a printer to print the PDF. But that is the subject of my Doctoral dissertation and has no place in this thesis. Reach out if you need help. paul@potc.life (503) 720-5392

PC(USA) OGA | Challenged Synonyms, Challenge | poesy - Google Search | https://ogaapps.pcusa.org/soc/ReportView.aspx?ReportId=12

ogaapps.pcusa.org/soc/ReportView.aspx?ReportId=12

<< Return to Report Menu

Year: 2019 View Report

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2019 Church Statistical Report

Church	Warm Springs	PIN	2314
Presbytery	The Cascades		
Address	PO Box 869, Warm Springs, OR 97761-0869		
Phone	541-553-1237	Fax	
Email	rribeiro@madras.net		
Web Site			
Membership			
Prior Active Members	28	Adjusted membership	28
Gains		Losses	
Certificate		Certificate	
Youth Professions		Deaths	
Professions & Reaffirmations		Deleted for any Other Reason	
Total Gains	0	Total Losses	0
Total Ending Active Members	28		
Baptisms		Average Weekly Worship Attendance	
Presented by Others		Female Members	
At Confirmation		Friends of the Congregation	
All Other		Ruling Elders on Session	
		Do you have Deacons?	
		No	
Age Distribution of Active Members		People with Disabilities	
25 & Under		Hearing impairment	
26 - 40		Sight impairment	
41 - 55		Mobility impairment	
56 - 70		Other impairment	
Over 70			
Total Age Distribution	0		
Christian Education			