Veyaren

Sunday numbers on your phone

Campus: _____

Print one copy for each campus and write the campus name above.

Enter the numbers

1. Tap New, then Submit Metrics. If you see Location, choose your campus.
2. Open the service card. It shows the time and the date, such as 9:30am.
3. Type the numbers. A number marked computed is worked out from the others. Leave it.
4. Tap Submit. You'll see Saved.

Submit saves only the boxes you changed. A box you left alone stays as it was.
Clearing a box and tapping Submit takes that number off.

Add a note

Tap New, then Note. Check Date and Service, choose a Note Type, and tap Submit.
You'll see Note saved. A church starts with Win, Work On, People Missing, and Atmosphere.

When a service didn't run

Tick Service didn't run, then Submit. Numbers for that date come off. Notes stay.
The service stays on the schedule. A service that still has numbers, notes, or a date marked Did not happen can't be deleted. Set an end date instead.

Fixing a number

Tap Show, change that number, and Submit.

Someone updated 9:30am Adults to 142. Keep theirs or use yours?
Keep theirs uses their number. Use yours keeps what you typed.
If they removed it: Someone cleared 9:30am Adults. Keep theirs or use yours?

The week

Service Week Starts On is under Settings > Church Details. Sunday, unless your church chose another day. Weekly dashboards use the same day.

Help: www.veyaren.com/help/metrics