

# Missionary Dashboard: My Gifts

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## Gifts Received

Donations received to your account(s)

## Gifts Given

A record of your personal donation history

### My Gifts

[Gifts Received](#) [Gifts Given](#)

## Fund ID

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Fund ID

Defaults to All/Select

Choose the dropdown to reveal your picklist that will include your Support, Ministry, and Gift accounts, as applicable. If one of the accounts is not listed, then no donations have been received. Once a donation is received, it will automatically be added to your picklist.

## Quick Totals

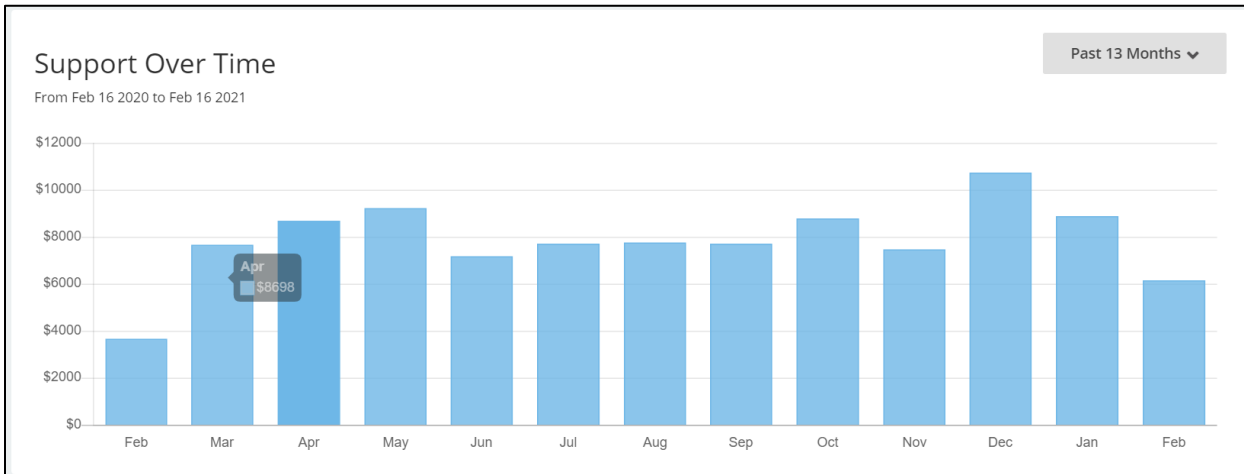
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THIS MONTH	LAST MONTH	YEAR TO DATE
\$6,126	\$8,883	\$15,009
<a href="#">48 transactions</a>	<a href="#">68 transactions</a>	<a href="#">116 transactions</a>

Quick reference for total donations received for This Month, Last Month, and Year to Date for the selected Fund ID. (Note: If no specific Fund ID is selected, these totals will reflect the sum of all your accounts.)

Below each category is a hyperlink that directs you to the listing of transactions for the option chosen.

## Support Over Time



A bar graph that defaults to show the past 13 months of donor income.

Hover over each month to quickly review the total donations for the month.

Click on a month to view the list of transactions under Recent Gifts.

Select the picklist on the upper right corner to change the date range as desired. The list of transactions under Recent Gifts will update accordingly.

## Recent Gifts

The 'Recent Gifts' interface displays a table of transactions. At the top, a green banner indicates the date range: 'Viewing transactions from Feb 16 2020 to Feb 16 2021'. Below this, there is a 'Sort By' dropdown menu set to 'Received' and a search box. The table lists two transactions:

<input type="checkbox"/>	Full Name	Amount	Contribution Type	Received
<input type="checkbox"/>	Virginia Thomas	\$25.00	Recurring	Feb 16, 2021
<input type="checkbox"/>	Ewynn Wilson	\$25.00	Recurring	Feb 15, 2021

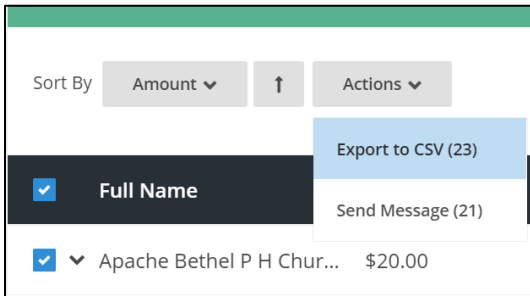
Recent Gifts provides the transaction listing.

The green strip shows the chosen date range (either selected from the hyperlinks under the quick totals at the top of the page or from selecting a date range on the Support Over Time graph).

Sort By defaults to show the most recent donation first; however, by selecting the dropdown, you can arrange the data how you see it.

Select the black down arrow next to the donor's name to view more information.

## Exporting / Contact Information



Select one, a few, or all to export to CSV (Excel).

(Note: to export all transactions to one document, make sure to change the **View** at the bottom of the page to show all lines. Then select all, choose Actions, and you should see the total number of transactions in parentheses. If you have more than 200 lines, you will have to export page 1, then proceed to page 2, and so on.)

<input type="checkbox"/>	25	\$200.00	Online	Dec 21, 2020
<input type="checkbox"/>	50	\$100.00	Recurring	Dec 21, 2020
<input type="checkbox"/>	100	\$50.00	Recurring	Dec 21, 2020
<input type="checkbox"/>	150	\$15.00	Recurring	Dec 21, 2020
<input type="checkbox"/>	200			

View 25

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Activate Windows

Included on the exported excel document are the addresses, phone numbers, and email addresses for your donors, along with their donation information.