



SISCO BUSINESS SOFTWARE SOLUTIONS

*....HELPING COMPANIES IMPROVE THEIR BUSINESS
THROUGH TECHNOLOGY....*



Topaz Church Manager





The Power Of Information At Your Fingertips



In today's new global world of business, knowledge is power and success depends on how well you manage information. To be successful, you need business software solutions that are flexible and powerful enough to meet the demands of your growing business. You need the accounting, business automation and electronic commerce solutions from Topaz Software.

SISCO's Business Software Solutions are designed for ease of use and maximum productivity. All modules work in concert with one another for powerful business automation productivity. Intuitive, easy to understand screens include drop down menus, automated search features, familiar toolbars, shortcuts and auto-fill features to make short work of your data entry activities.

SISCO is an ambitious company, driven by a pioneering spirit, a successful history, and an exciting future. It is a dynamic company, with a strong customer base and quality products. **SISCO's** mission is to develop and market a wide range of powerful, yet affordable, software products for businesses and consumers in the national and international markets, establishing **SISCO** as a reputable software company worldwide.

SISCO is dedicated to long- term relationships with its customers. We intend to steadily increase our customer base and product lines by reinvesting profits into marketing and R&D for years to come.

The staff associated with **SISCO** are motivated, proactive personnel, with years of experience in a diverse number of Information Technology disciplines. These include engineers and system managers with experience in Data Communications, Software Engineering, Medical Informatics and Information Management. The number of years and depth of experience in each of their particular specialties distinguish the members of this team. These members have excelled in their specialties and are considered the top producers in their field. With this pool of talent **SISCO** is able to address all information system needs of an organization and assist them in attaining that competitive edge.

The costs of services from **SISCO** are competitive and the returns to your business are dynamic. With quality information systems design, support, new technology, and new ways of doing business, **SISCO** can provide your business with the next generation of information tools for business success.

SISCO has over the last several years implemented its flagship product, Topaz Accounting for Windows in several organization to the point where it is now the most recognized Accounting Information System with the largest installed base in the country. Topaz Accounting Pro, the new generation software from **SISCO**, based on the Microsoft Dot Net Framework has even more functionalities.

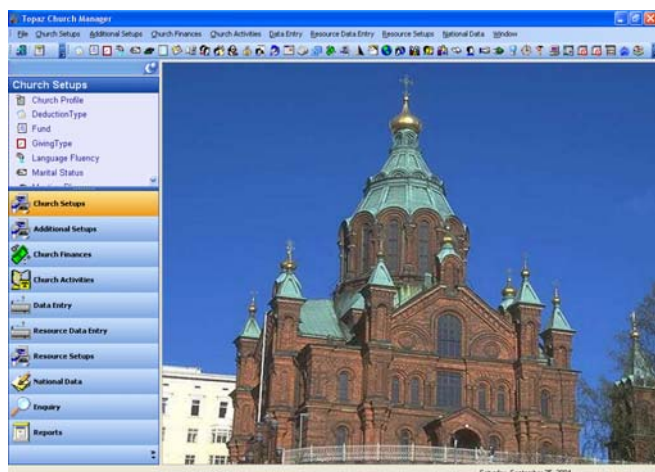
Users of Information Systems supplied by **SISCO** represent a wide array of companies who share one thing in common. They want a financial and business automation solution that can be easily customized to meet their needs, which can be scaled to fit their changing requirements and that will integrate effectively with Microsoft Toolset. They cover over one hundred industries such as:

- Spacefon Areeba
- The Trust Bank
- Ecobank
- British American Tobacco
- Taysec Construction
- JOY FM
- University of Education-Winneba
- Wire Weaving Industries
- University of Winneba
- Central University College,
- Mainstream Re-Insurance Co. and
- Cocoa Clinic among many others.
- Takoradi Flour Mills, among many others.....



Our track record has proven that **SISCO's** approach delivers significant value to an organization using **SISCO's** software products.

Taking care of God's flock...



Topaz Church Manager is a full featured Church Management Software. It is an innovative and state-of-the-art software solution for churches who wish to become more efficient and more effective in their ministries. This software system will actually make managing your church data enjoyable! With its modern graphical user interface and powerful features backed by superior support and experience, you and your church can rest assured that this product will truly be a boost to you and your ministries.

- Topaz Church Manager provides a church with the necessary tools to manage its members and track their financial contributions to the church.
- Enquiring on church members by their profession, occupation, skills, gifts, last name etc is a snap in Topaz Church Manager.
- Assigning of photos to People in Topaz Church Manager can be done using any of the popular image file formats. Of course, that's just the beginning. Impress your staff and members with full color photo. Photo directories are a great way to match names with faces and accurately track resources.

- Topaz Church Manager provides the ability to record all the contributions of church members whether it may be their regular monthly tithes or contribution or Pledges and their payments with full reporting capability.
- The system can also track information on contacts such as the various businesses, organizations, individuals, and other entities that interact with your church. Using the Contacts" module allows you to store these types of contact records - without cluttering up your Household & Individual records. The Contacts module eliminates the need for a separate database or address book for this type of information..

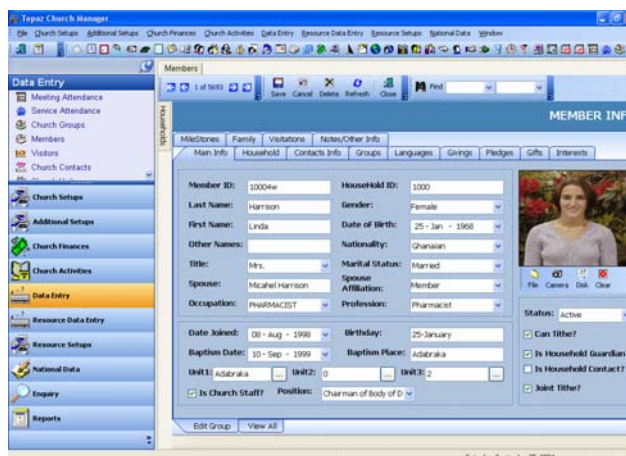
INCLUDED MODULES

Detailed Membership Tracking and Reporting of Households and Individuals, Detailed Contact Tracking and Reporting for individuals /organizations not part of the formal membership database, Group and Activity Membership Tracking and Reporting, Contribution and Pledge Tracking and Reporting Meeting and Meeting Attendance Tracking and Reporting Visitation Scheduling etc

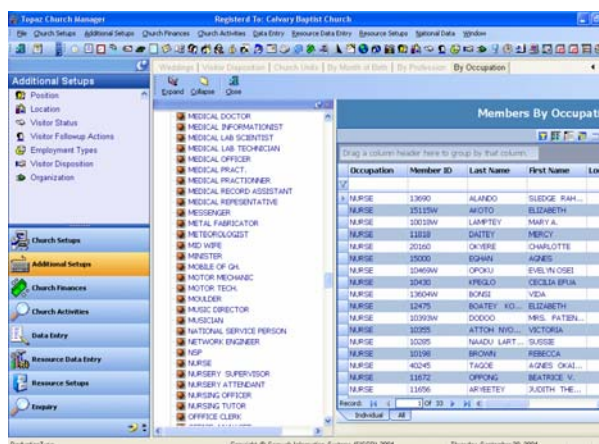
FEATURES OF TOPAZ CHURCH MANAGER

HOUSEHOLDS/INDIVIDUAL MEMBERS

A major feature of Topaz Church Manager is the Member modules which handles "Households & Individuals". It offers a lot of flexibility in the capture of data for a household. It records the data for holding all of the common family data (address, home phone, etc.) and then the individual record unit for holding all of the individual specific data (birthdates, cell phone#'s, etc.).



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It allows for the setup of household records which consist of the traditional family members (mom, dad, brother, and sister - all with the same last name), or more complex cases (like mom, dad, brother, sister, dad's aunt, mom's sister, mom's sister's foster child). Additional data on a member can also be captured or displayed. This includes:

- **Groups:** Capture and display information on the church groups such as Choir, Men's Fellowship, Deacons Board, Sunday School etc that an individual is a member of.

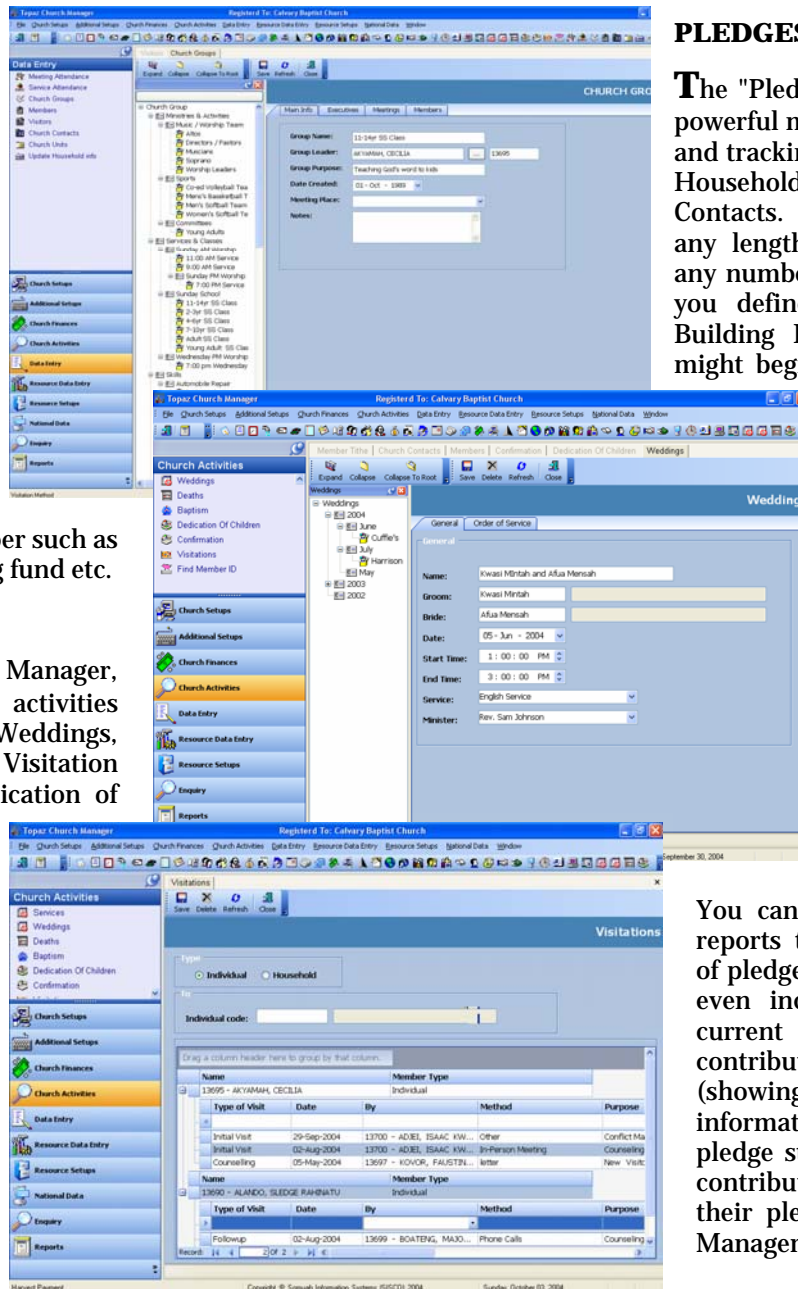
Topaz Church Manager

- **Gifts:** Record the spiritual gifts of a church member such as the gift of healing, preaching, interpretation of tongues, teaching, intercession, prophecy, faith etc.
- **Interest:** Capture the skills and interest of church members such as computer skills, soccer, car repair, plumbing works etc.
- **Givings:** Track the financial contributions of a member such as Tithes, Pledges, Building fund etc.

CHURCH ACTIVITIES

With Topaz Church Manager, details of major church activities such as church services, Weddings, Baptisms, Confirmations, Visitation of church members, Dedication of Babies etc. can be tracked;

- **Church Services:** Categorise church services such as First Service, Second Service, English Service, Children's Service and record on a weekly basis the details of the service such as the order of service, preacher, and bible lessons read etc.
- **Baptism:** Records details of all baptisms that take place in the church including the details of the baptismal candidates, person performing the baptism, date of baptism etc. Ability to recall and view all past baptisms.
- **Weddings:** Captures data on all church weddings including details of the date, groom and bride, order of service etc.
- **Visitations:** Follow-up and visitation of church members can be tracked on an individual church member basis. Details of the date of visit, member visited, person doing the visit, purpose of visit and outcome of visit are all tracked and reported on.
- **Deaths:** Details of church members who depart to be with the Lord are also tracked by Topaz Church Manager.



PLEDGES

The "Pledges" Module provides a powerful mechanism for recording and tracking financial promises by Households, Individuals, and Contacts. Pledge periods can be any length of time and towards any number of contribution funds you define. For example, your Building Fund pledge campaign might begin in Nov of 2003 and extend to May of 2006. A pledge record can be created for each contributor indicating how much they've pledged towards this campaign. For example, the Mensah household may have pledged 500,000 Cedis/month towards this Building Fund pledge campaign.

You can easily produce pledge reports that indicate the status of pledge vs. payments. You can even include the contributors' current pledge status on their contributions statements (showing detailed variance information). Need to send pledge status statements just to contributors who are behind in their pledges? – Topaz Church Manager can do that and more.

CHURCH GROUPS

The "Groups" Module of Topaz Church Manager provides a powerful mechanism for organizing the various activities, classes, skills, gifts, committees, and other such groups that exist within your church. Topaz Church Manager's multi tier hierarchy Group structure allows you to organize and position these groups the way that makes most sense for your organization. You can easily add individuals to the appropriate Groups while including details about their involvement in the group (such as position/role, date joined, date withdrew, etc.).

You can create as many Groups as you like - and there is no limit to the number of Groups a particular individual can belong to.

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CONTRIBUTIONS/GIVING

Topaz Church Manager readily manages the incoming contributions / donations received by your church from members and other donors. Designed with simplicity and speed-of-entry in mind, the Contributions Module will make your treasurer smile. Of course this module has all the power & flexibility you'll need to manage contributions to an unlimited number of funds from any Household, Individual, or Contact in your database.

Your contributors will enjoy receiving accurate, easy-to-understand statements of exactly what, when, and for what purpose (fund) they gave. Topaz Church Manager's other contribution-based reporting & outputting capabilities will also make you smile. Need to see a quick summarized listing of each contributor and how much they gave to each fund over the past 6 months? Need to send a letter to any contributor who gave over a certain amount last year?

These functions and much more will be right at your fingertips with Topaz Church Manager.

VISITATIONS

The "Visitations" Module of Topaz Church Manager provides a convenient method for tracking any correspondence (phone calls, in-person meetings, letters, etc.) between your organization's staff/volunteers and your members or visitors. You'll be able to maintain detailed information about what was discussed and the purpose for the contact. You'll also be able to schedule and assign follow-ups to ensure that all loose-ends are tied

MEETINGS AND ATTENDANCE

The "Meetings & Attendance" Module of Topaz Church Manager enables you to track meetings and individualized attendance for any Group in your Topaz Church Manager database (ie. services, classes, small groups, etc.). Meetings can be one-time, weekly, monthly, or whatever frequency you choose.

Member	January	February	March	April	May	June	July
ARTHUR, MOSES FRANCIS A - 21042	70,000.00	70,000.00	70,000.00	70,000.00	62,000.00	70,000.00	70,000.00
ARTHUR, SAM - 20600	250,000.00	250,000.00	250,000.00	250,000.00	250,000.00	250,000.00	250,000.00
SAMOHAI, RITA DWUSU - 20195	150,000.00	150,000.00	150,000.00	150,000.00	150,000.00	150,000.00	150,000.00
SANTE, ANA - 20067	30,000.00	30,000.00	30,000.00	30,000.00	0.00	40,000.00	0.00
SANTE, KOFI A - 20516	15,000.00	40,000.00	40,000.00	80,000.00	100,000.00	200,000.00	0.00
SANTEWANA, AFUA - 21530	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	0.00
SARE, KWAME K - 20959	10,000.00	10,000.00	19,000.00	10,000.00	10,000.00	10,000.00	20,000.00
SHELLEY, MARY - 20101	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00
SIEDE, GRACE - 20081	30,000.00	30,000.00	35,000.00	30,000.00	30,000.00	30,000.00	30,000.00
SIEDU, BETTY - 21027	20,000.00	10,000.00	20,000.00	10,000.00	10,000.00	10,000.00	0.00
SIEDU, DAVID C - 20034	25,000.00	20,000.00	30,000.00	30,000.00	20,000.00	30,000.00	40,000.00
SIEDU, HARRIET - 20056	25,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	0.00
SIEDU, JANET - 20271	80,000.00	80,000.00	80,000.00	80,000.00	80,000.00	80,000.00	0.00
SIBIN, KUDUJ - 20181	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
SIBIN, SANDRA - 20079	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00
SIBIRUNOR, ERIC - 20213	170,000.00	170,000.00	170,000.00	170,000.00	0.00	0.00	0.00
SIDZAGAH, EDWENA - 20030	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00
SILAH, JANET - 21310	30,000.00	50,000.00	0.00	0.00	100,000.00	100,000.00	0.00
SILMATE, CHARITY - 20132	200,000.00	120,000.00	120,000.00	120,000.00	120,000.00	120,000.00	120,000.00

You can even generate roll-call sheets for each group's teacher/leader.

RESOURCE AND EVENT SCHEDULING

Events are the core element in the Event Scheduling Module of Topaz Church Manager. It will manage your recurring or one-time events such as retreats, classes, seminars, workshops, weddings, conferences, etc.

It tracks what resources need to be reserved for the Event (for example, a room, a TV, a video projector, etc.), manages registration (sign-up) - including registration payments (sign-up fees) if applicable, tracks what tasks are required for the event and who's assigned these tasks, and manages the booking (deposits and invoices) for the Event.

It automatically ensures that:

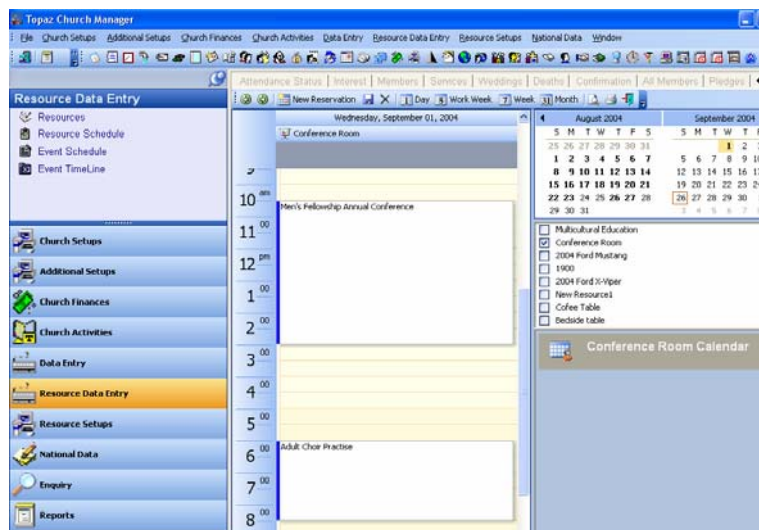
- no room is ever double-booked
- no resource is reserved by more than one event at any one time
- no person is assigned more than one task at any one time.

EVENT REGISTRATION

Keep track of who has signed up (registered) for an Event. If the Event requires a registration or entrance fee, track who has paid and who has not

EVENT BOOKING

If you require a deposit or charge fees for the rental/usage of your facility or resources, you'll be able to produce and track these booking, invoicing, and payment details including generating invoices.



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RESOURCE & ASSET TRACKING

Topaz Church Manager utilizes "Resource" records to identify various resources and assets available to your organization. record important details about your organization's assets (vehicles, audio/visual equipment, books, videos, furniture, etc.).

You can categorize your Resources using the "Resource Type" field (vehicles, electronics, furniture, etc.). You can define as many Resource Types as desired

You can choose exactly which Resources are required for an Event. Topaz Church Manager will ensure that no Resource is ever double-booked.

EVENT TASK MANAGEMENT

Keep track of what tasks are required for each event (set-up, greeters, chaperones, announcements, food service, child-care, etc.) and the people who are responsible for each of these tasks. Makes sure that all tasks are identified and properly assigned - and helps you ensure that people are not double-booked, and that tasks are evenly distributed among your staff and volunteers.

REPORTS

The system provides the following reports;

- Membership (Listing of members by Last Name, Profession, Occupation, Position Birthday etc.)
 - Church Related
 - Finances
 - Contacts
- Export of all reports to Excel, Adobe PDF, Rich Text Format and Html is available.

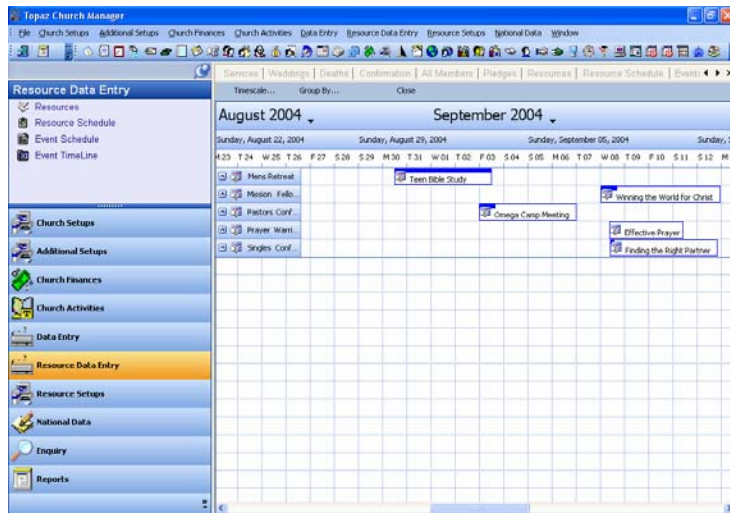
SECURITY

Inputting of data into Topaz Church Manager can be restricted to staff with specific access rights. Authorisation is needed to access the software, while in the system, ones password determines what modules they can have access to and even in a module, there could be restrictions to what a user can and cannot do. An audit trail keeps a log of who has been on the system, at what time and exactly what they did while in the system

EASY TO USE:

Topaz Church Manager has an intuitive and logical design that reduces training time. Minimal training time allows your Organization to immediately take advantage of the time and work saving features of Topaz Church Manager.

Depending on the implementation, your Organization could be up and running with Topaz Church Manager solution in a matter of days, not weeks, not months like many industry vendors

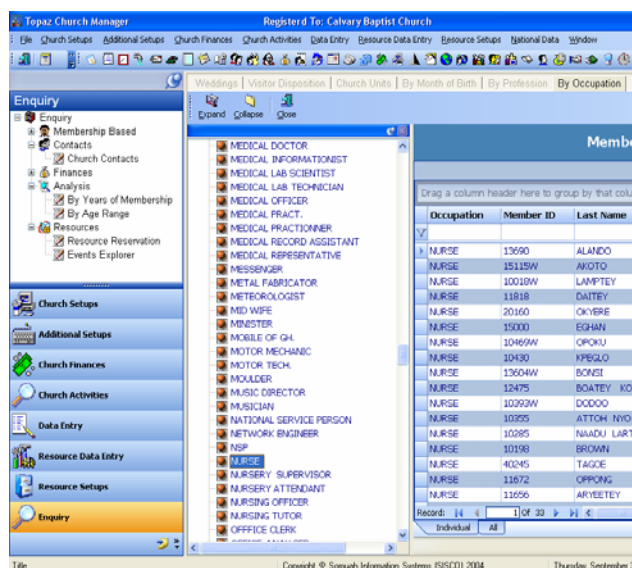


MICROSOFT .NET POWERED

Using the latest in Microsoft development tools, all the components of Topaz Church Manager are developed using Microsoft .Net Framework. The framework is the technology of the future.

SCALABILITY:

Using Microsoft SQL Server 2000 and running on Windows 95, 98, ME, 2000, XP or NT Workstation, Topaz Church Manager is optimized for any environment. From a small church with one computer, to a large church working over local and wide area networks, Topaz Church Manager can accommodate it.



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