



Ezra Data Management System

New site for entering your Local Church Report

Go to **<http://ezra.gcfa.org>**

This is the first screen you will see and where you would enter your user name and passcode.

User name and passcodes have changed slightly.

Please add 180 in front of your current user name (ex: 18001234).

Add 00 to your passcode (ex: 001234)



Log In

User Name:

Password:

[Forgot Password?](#)

If you are using Internet Explorer 10, please use "Compatibility View". Click [here](#) for directions.

Statistical Users: On Tuesday September 3rd we will begin updating the look of the module. All the functionality will remain the same and you can continue to work on your 2012 statistics as normal. More information will be sent out in the coming weeks.

Welcome/Stats Home page

Ezra 
DATA MANAGEMENT SYSTEM

Hello Brenda Vaccaro - You are currently accessing church: (T00003)
2013 Statistics for the East Ohio Annual Conference
Year: 2013

[Stats Home](#) [Enter Stats](#) [Reports](#) [Submit Stats](#) [Account](#)

[Logout](#)

Welcome

How would you like to start?

[PRINT BLANK REPORT FORM](#)

[BEGIN ENTERING MY STATS](#)

Menu

- [FAQ & Directions](#)
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- [Blank Report Forms](#)
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Need help?
Conference Contact:
Brenda Vaccaro
(330)499-3972 ext 153
vaccarb@eocumc.com

ENTERING YOUR STATS

- Before you start entering your statistics, it is highly recommended that you print a Blank Church Input Form.

The screenshot displays the Ezra Data Management System interface. At the top left is the Ezra logo with the text 'DATA MANAGEMENT SYSTEM'. To the right, it says 'Hello Brenda Vaccaro - You are currently accessing church: (T00003) 2013 Statistics for the East Ohio Annual Conference' and 'Year: 2013'. A 'Logout' button is in the top right. Below this is a dark navigation bar with links: 'STATS HOME', 'ENTER STATS', 'REPORTS', 'SUBMIT STATS', and 'ACCOUNT'. The main content area is titled 'Welcome' and asks 'How would you like to start?' with two buttons: 'PRINT BLANK REPORT FORM' and 'BEGIN ENTERING MY STATS'. On the right is a 'Menu' sidebar with links: 'FAQ & Directions', 'User's Guide', 'Blank Report Forms', and 'Reports'. Below the menu is contact information for Brenda Vaccaro. Blue arrows point from the 'PRINT BLANK REPORT FORM' button to the 'Blank Report Forms' menu item, and from the 'STATS HOME' link to the 'Welcome' page.

- Access this form in several ways:
- Print a Blank Form on the Welcome Page
- Blank Report Forms on the Right Navigation Bar
- Reports Link on the Top Menu Bar

For questions, comments, or technical support please contact the [Web Site Administrator](#).
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Collect your statistics and fill them in on the blank form. Once you have collected all your stats and you are ready to fill them in online you can click the Enter Stats option from the menu. This will take you to the page where you are able to enter your statistics. You can also access your tables from the Stats Home Page by clicking the title of the table.

On the main page

Ezra
DATA MANAGEMENT SYSTEM

Hello Brenda Vaccaro - You are currently accessing church: ADAMSVILLE (649605)
2013 Statistics for the East Ohio Annual Conference
Year: 2013

Logout

[STATS HOME](#) [ENTER STATS](#) [REPORTS](#) [SUBMIT STATS](#) [ACCOUNT](#)

Welcome: Brenda Vaccaro

Complete your Statistical Reports

The final date to enter statistical information was 05/31/2013.

Table 1 - Membership	<input type="button" value="→"/>	<input checked="" type="checkbox"/>	Not Started
Table 2 - Finances	<input type="button" value="→"/>	<input checked="" type="checkbox"/>	Not Started
Table 3 - Income	<input type="button" value="→"/>	<input checked="" type="checkbox"/>	Not Started

SPECIAL TABLES

Misc Data Sheet 1	<input type="button" value="→"/>	<input checked="" type="checkbox"/>	Not Started
Misc Data Sheet 2	<input type="button" value="→"/>	<input checked="" type="checkbox"/>	Not Started
Submit Reports	<input type="button" value="→"/>	<input checked="" type="checkbox"/>	Not yet submitted

Message From The Conference Office:
Please enter your statistics for this year. [If you have any questions, please contact the conference contact on the right of the screen.](#)

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Current Status of Your Tables →

Date Stats Should Be Submitted →

Message from the Conference Office →

When Table 1 link was chosen, it opens Table 1. Start to fill out Table 1, hit the tab key to go to next question. At the end of each table there is a save button, you must hit the save button for your information to be saved.

Tables: Table 1 - MEMBERSHIP & PARTICIPATION ▼

Your statistical information was due on 05/31/2013. Please finish with your statistics as soon as possible.

Select A Church Alignment Number General Church Number

▼ T00003

Invalid Church Number.

Status: Not Submitted

Saved By: Brenda Vaccaro: 9/30/2013 8:23 AM

Federated churches, community churches, etc., report only that part of the membership belonging to The United Methodist Church.

There are no warnings or errors.

Employer (Federal) Id Number: - - [What is this?](#)

Save

Line #	Description	2012 Value	2013 Value	Line #	
1	Total professing members reported at the close of last year	0	95	1	?
2.a	Received this year on Profession of Christian Faith	0	0	2.a	?
2.b	Restored by affirmation	0	0	2.b	?
2.c	Correct previous year's reporting errors of total professing membership numbers by addition	0	0	2.c	?
3	Transferred in from other United Methodist churches	0	0	3	?
4	Transferred in from non-United Methodist churches	0	0	4	?

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Table 1

Enter data rounded to the nearest whole number. Fields will not accept symbols (\$, %, .., etc). Example: 1999 instead of \$1,999.00

Data Accuracy: You can SAVE, but not SUBMIT, with errors

Warnings are set by the conference to help you with data accuracy. You can submit with warnings, but may be required to provide an explanation



Hello Brenda Vaccaro - You are currently accessing church: (T00003)
2013 Statistics for the East Ohio Annual Conference
Year: 2013

Logout

STATS HOME ENTER STATS REPORTS ▶ SUBMIT STATS ACCOUNT ▶

Tables: Table 1 - MEMBERSHIP & PARTICIPATION

Your statistical information was due on 05/31/2013. Please finish with your statistics as soon as possible.

Select A Church

Update completed with errors

Status: Not Submitted
Saved By: Brenda Vaccaro 9/30/2013 7:58:57 AM


Federated churches, community churches, etc., report Church.

There are 2 error(s).
Information was saved but with errors!

Error(s):

Line	Error
1.1	Error: Line 1.1 is a required field and cannot have a 0 value.
9	Error: Males + Females does not equal total members. The calculated value is: 0 The entered value is: 99
1.1	Error: Line 1.1 is a required field and cannot have a 0 value.
9	Error: Males + Females does not equal total members. The calculated value is: 0 The entered value is: 99

Message from webpage

 Your data was saved but with Errors.
The information you entered was NOT accurate.

Please check the errors and save any changes.

OK

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Table 1

Enter data rounded to the nearest whole number. Fields will not accept symbols (\$, %, .., etc).

This is chart shows you that Table 1 has been saved but has 2 errors. Remember that you can SAVE but not SUBMIT the report until errors are corrected.

Ezra DATA MANAGEMENT SYSTEM  Hello Brenda Vaccaro - You are currently accessing church: (T00003)
2013 Statistics for the East Ohio Annual Conference Year: 2013

[STATS HOME](#) [ENTER STATS](#) [REPORTS](#) ▶ [SUBMIT STATS](#) [ACCOUNT](#) ▶

Welcome: Brenda Vaccaro

Complete your Statistical Reports

The final date to enter statistical information was 05/31/2013.

Table 1 - Membership			Table saved with 2 errors
Table 2 - Finances			Not Started
Table 3 - Income			Not Started
Submit Reports			Not yet submitted

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TABLES: After completing and saving a table, navigate to your next table by using the drop down box to choose your next table.

The screenshot shows the top navigation bar of the Ezra Data Management System. The header includes the Ezra logo, the user name 'Hello Brenda Vaccaro - You are currently accessing church: (T00003)', the title '2013 Statistics for the East Ohio Annual Conference', and a 'Logout' button. Below the header is a dark navigation bar with links: 'STATS HOME', 'ENTER STATS', 'REPORTS', 'SUBMIT STATS', and 'ACCOUNT'. The main content area has a red header with 'Tables:' and a dropdown menu currently showing 'Table 1 - MEMBERSHIP & PARTICIPATION'. A blue arrow points to this dropdown. Below the header is a light blue box with a message: 'Your statistical information was due on 05/31/2013. Please finish with your statistics as soon as possible.' Below this are three input fields: 'Select A Church' (with a dropdown arrow), 'Alignment Number' (with an empty text box), and 'General Church Number' (with 'T00003' in a text box). Below these fields is the text 'Invalid Church Number.' To the right is a 'Menu' section with three items: 'FAQ & Directions', 'User's Guide', and 'Blank Report Forms', each with a right-pointing arrow.

Shows all 5 documents by name

This screenshot shows the same interface as the first one, but with the 'Tables' dropdown menu expanded. The dropdown menu lists five items: 'Misc Data Sheet 1 - Clergy Support Local Church Paid in 2013', 'Misc Data Sheet 2 - Current Operating & Related Expenses for Church in 2013', 'Table 1 - MEMBERSHIP & PARTICIPATION' (highlighted in blue), 'Table 2 - CHURCH ASSETS & EXPENSES', and 'Table 3 - CHURCH INCOME'. A blue arrow points from the text 'Shows all 5 documents by name' to the dropdown menu. The rest of the interface, including the header, navigation bar, and input fields, remains the same as in the first screenshot.

Submit your stats

- Enter any comments and click submit statistics to send your report to your annual conference. Submitting your statistics prevents you from being able to change them. If you made a mistake and need to make a correction, contact the conference office so that we can unsubmit your church report.

Submit your Statistical Reports

This is where you submit your statistics to the Conference Office. By clicking on the button below, you are submitting the information from Tables 1, 2, and 3. YOU WILL NOT BE ABLE TO CHANGE THIS INFORMATION unless you contact Dale Owens at your conference office. Dale Owens can be reached at (615)369-2380 or via email at dowens@gcfa.org.

Table 1 - Membership	→	!	9/26/2013 - Completed (2 warnings)
Table 2 - Finances	→	!	9/26/2013 - Completed (2 warnings)
Table 3 - Income	→	✓	9/26/2013 - Completed

Congratulations! You are ready to submit your stats!

Please enter any comments you wish to share with the Conference regarding these statistics.

← When last table is completed you will receive a message indicating that you may now submit your data

← Click submit statistics