

Our Sunday Visitor
Online List Manager

OLM Features

Online List Manager – Allows you the ability to look up parishioners, edit names and addresses, order starter sets and add new parishioners all under the **Online List Manger** icon

You can access the Online List Manager through the portal by going to **OSVOffertory.com**. Feel free to add this as a bookmark or favorite in your favorite browser. **Click the link in the upper right corner “Customer Account Login” to log in.**

Click on the purple Online List Manager button to access your parishioner list.

Our Sunday Visitor
Publishing • Curriculum • Institute
Customer Account Login

Offertory Solutions

Enhance Offertory | Improve Communication | Foster Vibrant Community | News & Events | Clientes Hispanos | Customer Resources

Welcome Church Name | Logout

You are here → Customer Resources → Portal

Secured Online Customer Portal

- Online List Manager
- Account & Order Info
- Postal Forms
- Contact Us Customer Support
- Online Giving Resources
- Website Resources
- Increased Offertory Resources
- Educational Webinars

Once you have clicked on OLM, you will see the screen below

Our Sunday Visitor Online List Manager

OUR SUNDAY VISITOR 770000500010

Welcome, Portal User
Parishioners: 556 Active: 556 Inactive: 0

List(s)

Search by Name, Env #, & Address...

ALL LISTS

ADULT WEEKLY

EASTER

OLG

Status

Active

Inactive

All

Env #	Status	Last Name	First Name	Title	Address	City	State	ZIP/Postal Code
1	Active	SMITH	JOHN	MR-MRS	123 MAIN ST	HUNTINGTON	IN	46750
2	Active	SMITH	JOHN	MR-MRS	123 MAIN ST	HUNTINGTON	IN	46750
3	Active	SMITH	JOHN	MR-MRS	123 MAIN ST	HUNTINGTON	IN	46750
4	Active	SMITH	JOHN	MR-MRS	123 MAIN ST	HUNTINGTON	IN	46750
5	Active	SMITH	JOHN	MR-MRS	123 MAIN ST	HUNTINGTON	IN	46750
6	Active	SMITH	JOHN	MR-MRS	123 MAIN ST	HUNTINGTON	IN	46750
7	Active	SMITH	JOHN	MR-MRS	123 MAIN ST	HUNTINGTON	IN	46750
8	Active	SMITH	JOHN	MR-MRS	123 MAIN ST	HUNTINGTON	IN	46750
9	Active	SMITH	JOHN	MR-MRS	123 MAIN ST	HUNTINGTON	IN	46750
10	Active	SMITH	JOHN	MR-MRS	123 MAIN ST	HUNTINGTON	IN	46750

1 - 10 of 556 items

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Filter Options

You may choose to view your parishioner information in a number of ways, using the filter options below:

- **List** – if you have multiple lists, you may select to view only parishioners from particular lists or view all parishioners from all lists. The List(s) field will default to ALL lists if there are multiple lists. When there is one list, that list will be displayed.
- **Status** – select to view all parishioners or only active or inactive parishioners
- **Items per page** – this will allow you to view 10 records per page or change it to view 25 records per page

Our Sunday Visitor Online List Manager

OUR SUNDAY VISITOR 770000500010

Welcome, Portal User
Parishioners: 556 Active: 556 Inactive: 0

List(s)

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Env #	Status	Last Name	First Name	Title	Address	City	State	ZIP/Postal Code
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2	Active	SMITH	JOHN	MR-MRS	123 MAIN ST	HUNTINGTON	IN	46750
3	Active	SMITH	JOHN	MR-MRS	123 MAIN ST	HUNTINGTON	IN	46750
4	Active	SMITH	JOHN	MR-MRS	123 MAIN ST	HUNTINGTON	IN	46750
5	Active	SMITH	JOHN	MR-MRS	123 MAIN ST	HUNTINGTON	IN	46750
6	Active	SMITH	JOHN	MR-MRS	123 MAIN ST	HUNTINGTON	IN	46750
7	Active	SMITH	JOHN	MR-MRS	123 MAIN ST	HUNTINGTON	IN	46750
8	Active	SMITH	JOHN	MR-MRS	123 MAIN ST	HUNTINGTON	IN	46750
9	Active	SMITH	JOHN	MR-MRS	123 MAIN ST	HUNTINGTON	IN	46750
10	Active	SMITH	JOHN	MR-MRS	123 MAIN ST	HUNTINGTON	IN	46750

1 - 10 of 556 items

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Sorting Options

You may sort any of the following Ascending or Descending by clicking on the text:

- Env #
- Status
- Last Name
- First Name
- Title
- Address
- City
- State
- Zip/Postal Code

The screenshot displays the 'Our Sunday Visitor' Online List Manager interface. At the top, there is a navigation bar with icons for home, help, list management, settings, and power. Below this, the header includes 'OUR SUNDAY VISITOR' with a unique ID '770000500010', a user greeting 'Welcome, Portal User', and statistics: 'Parishioners: 556 Active: 556 Inactive: 0'. A search bar is present with the placeholder text 'Search by Name, Env #, & Address...' and a 'Search' button. A 'New Parishioner' button is also visible. On the left, there are filters for 'List(s)' (ALL LISTS, ADULT WEEKLY, EASTER, OLG) and 'Status' (Active, Inactive, All). The main content is a table of parishioners with columns: Env #, Status, Last Name, First Name, Title, Address, City, State, and ZIP/Postal Code. The first row is highlighted with a red box. At the bottom, there is a pagination control showing '10' items per page and '1 - 10 of 556 items'. The footer contains the copyright notice: 'Copyright © Our Sunday Visitor, Inc. 2014'.

Env #	Status	Last Name	First Name	Title	Address	City	State	ZIP/Postal Code
1	Active	SMITH	JOHN	MR MRS	123 MAIN ST	HUNTINGTON	IN	46750
2	Active	SMITH	JOHN	MR MRS	123 MAIN ST	HUNTINGTON	IN	46750
3	Active	SMITH	JOHN	MR MRS	123 MAIN ST	HUNTINGTON	IN	46750
4	Active	SMITH	JOHN	MR MRS	123 MAIN ST	HUNTINGTON	IN	46750
5	Active	SMITH	JOHN	MR MRS	123 MAIN ST	HUNTINGTON	IN	46750
6	Active	SMITH	JOHN	MR MRS	123 MAIN ST	HUNTINGTON	IN	46750
7	Active	SMITH	JOHN	MR MRS	123 MAIN ST	HUNTINGTON	IN	46750
8	Active	SMITH	JOHN	MR MRS	123 MAIN ST	HUNTINGTON	IN	46750
9	Active	SMITH	JOHN	MR MRS	123 MAIN ST	HUNTINGTON	IN	46750
10	Active	SMITH	JOHN	MR MRS	123 MAIN ST	HUNTINGTON	IN	46750

Search Options:

Search – Allows you to search the various fields in a parishioner record. Enter your search criteria and hit the enter key or click the Search button

The screenshot shows the 'Our Sunday Visitor' online list manager interface. At the top, there is a navigation bar with the title 'OUR SUNDAY VISITOR' and a search bar. Below the search bar, there is a table of parishioner records. The table has columns for Envr #, Status, Last Name, First Name, Title, Address, City, State, and ZIP/Postal Code. A search bar is located above the table, and a 'Search' button is to its right. A red box highlights the 'Search' button, and a red arrow points to it from the text 'Search' in a red box. Another red box highlights the search bar, and a red arrow points to it from the text 'Search' in a red box. A 'New Parishioner' button is also visible. A 'Status' filter is on the left, and a 'List(s)' dropdown is at the top left. A 'Search' button with a dropdown arrow is highlighted with a red box, and a red arrow points to it from the text 'Search' in a red box. A 'New' button is partially visible on the right. A 'Advanced Search' button is also visible. The bottom of the page shows pagination information: '1 - 10 of 556 items'.

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Advanced Search – Allows you to do a specific search using several options including envelope #. Click on the arrow to the right of the Search button to access the Advanced Search. In the Advanced Search box enter your search criteria and click the Search button.

Advanced Search

Envelope Number

First Name Last Name

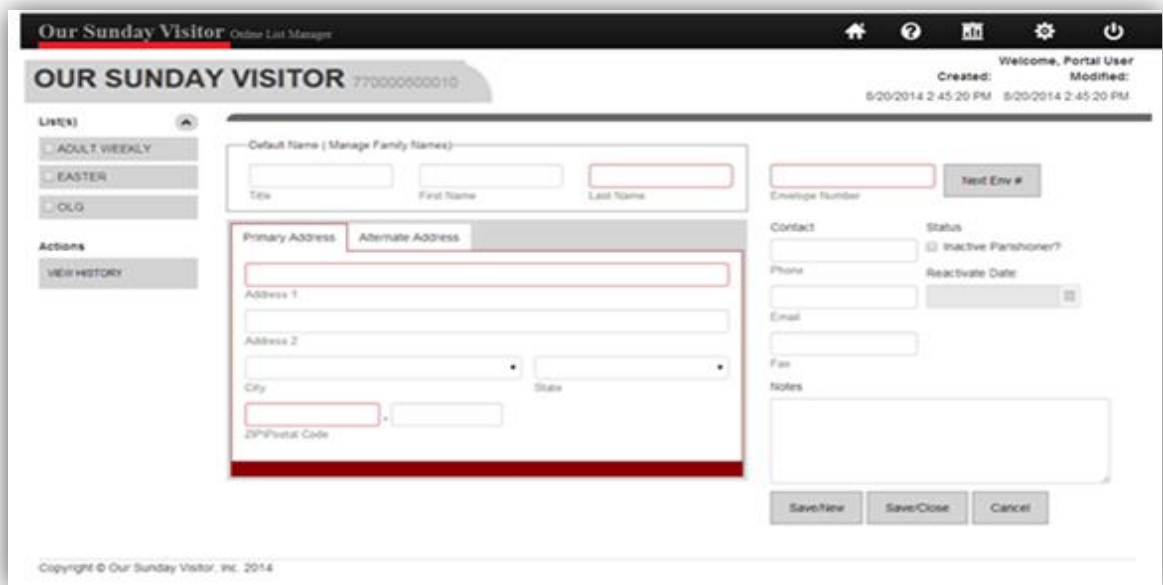
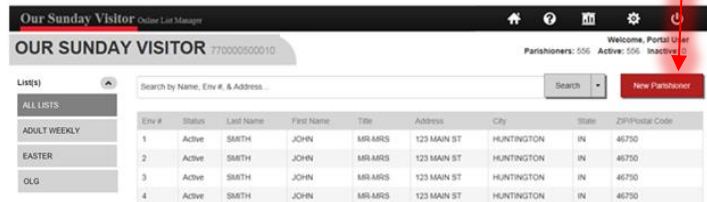
Address 1

City Postal/ZIP Code

How to Add a New Parishioner

Click the **New Parishioner** button. A blank parishioner record will open.

New Parishioner



- Fill in all required name and address fields and tab through the fields. The City and State will populate after entering the ZIP.
- If you assign envelope numbers, you will need to enter the number in the Envelope Number box. If you want to use the next available envelope number, you will need to press the **Next Env. #** button.
- Optional fields are available to record the contact phone number, email, fax number and notes.

Adding a new parishioner continued

- If there are multiple mailing lists, check the box for the appropriate list.

- When Starter Sets are an option on a particular list, the box will appear after selecting the list.

The screenshot shows the 'Our Sunday Visitor' online list manager interface. A dropdown menu is open, showing options: 'ADULT WEEKLY' (checked), 'Send Starter Set?' (unchecked), 'EASTER', and 'OLG'. A red box labeled 'List' points to the dropdown menu, and another red box labeled 'Starter Set' points to the 'Send Starter Set?' checkbox. The interface also shows a 'VIEW HISTORY' button and 'Save/New', 'Save/Close', and 'Cancel' buttons at the bottom.

- When you are completely done adding your parishioner, click the **Save/Close** button. This action will activate **Auto – Correct**, which will validate the address.
- If you have more than one parishioner to add click the **Save/New** button. **Auto – Correct** will be activated to validate the address. The record will be saved and a new record will be opened for the next parishioner

Auto-Correct

The Auto-Correct feature provides immediate CASS™ validation on addresses as you make entries.

- An address validation message will appear when you add a new parishioner or change an address on an existing record.

Primary Address has been Standardized

The Primary Address you entered has been Standardized to meet USPS requirements.

Standardized Address:

Address 1: 200 NOLL PLZ

Address 2:

City: HUNTINGTON

Zip/Postal: 46750 - 4310

Submitted Address:

Address 1: 200 NOLL PLAZA

Address 2:

City: HUNTINGTON

Zip/Postal: 46750 -

OK

Changing/Deleting/Deactivate/Reactivating a Parishioner Record

Use the **Search** or **Advanced Search** to locate the parishioner that you wish to change or delete. Click on the record of the parishioner that you wish to change or delete. This will open the family details screen so a change can be made.

Changes- You may change:

- Any of the name or address fields
- Move or add the parishioner to another list (if there are multiple lists).
- To change an envelope number, it is recommended that you delete the record and add a new record with that envelope number. This disconnects the previous parishioner from the record so it is available for a new parishioner.
- Send a starter set
- Update contact information
- Click **Save/Close** to save the changes.

Deletions

- Click on the **Delete** button
- You will be asked if you are sure you want to delete this record, click Delete or Cancel
- Deletions are immediate and permanent. A new record will need to be created to restore the parishioner information in the event that the record should not have been deleted

Changing/Deleting/Deactivate/Reactivating a Parishioner Record continued

Deactivate/Reactivate

- To deactivate, click the **Inactive Parishioner** box under Status. This will stop the parishioner from receiving envelopes but does not delete them
- To set a date for the parishioner to be reactivated, click on the calendar in the **Reactivate Date** field under Status. Select the month/year that the parishioner should resume receiving the envelope mailing.

The screenshot displays the 'Our Sunday Visitor' web application interface. The main form is titled 'OUR SUNDAY VISITOR' and includes fields for 'Default Name (Manage Family Names)', 'Primary Address', 'Alternate Address', 'Contact', and 'Status'. The 'Status' field is currently set to 'Inactive Parishioner?'. A dropdown menu is open, showing the 'Reactivate Date' field with a calendar view for the year 2015. The month of June is highlighted, and a red box with the text 'Inactive and Reactivate' is overlaid on the 'Reactivate' button in the status dropdown.

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Alternate Addresses

Maintain an alternate address for your parishioners and set begin and end dates for the envelopes to be sent to this address

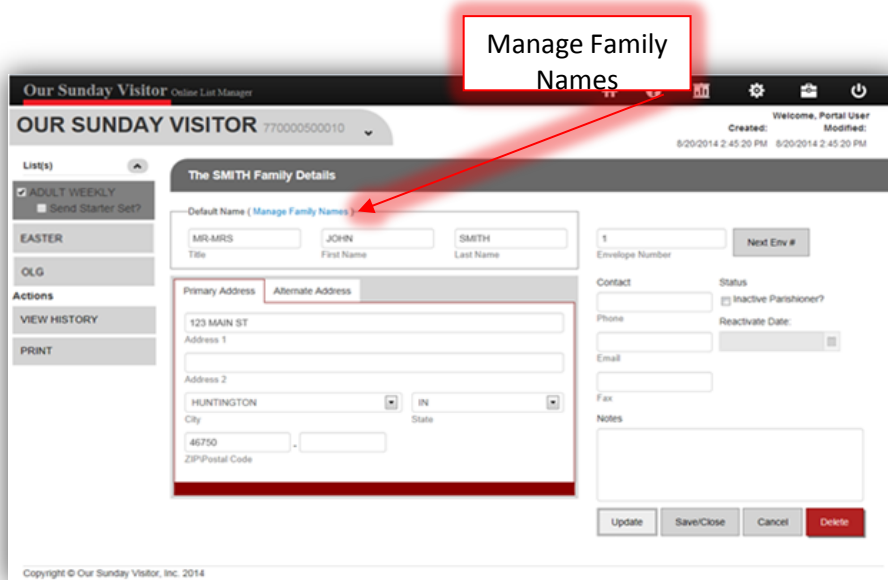
The screenshot shows the 'Our Sunday Visitor' web application interface. At the top, there is a navigation bar with the text 'Our Sunday Visitor' and 'Our Sunday Visitor 770000000010'. Below this, there is a header area with 'OUR SUNDAY VISITOR' and '770000000010'. The main content area is divided into several sections. On the left, there is a sidebar with 'LIVE!' and 'Actions' sections. The main area has a 'Default Name (Manage Family Names)' section with fields for Title, First Name, and Last Name. Below this is the 'Primary Address' and 'Alternate Address' section. The 'Alternate Address' tab is highlighted with a red box, and a red arrow points to it from a text box labeled 'Alternate Address'. The 'Alternate Address' section contains fields for Address 1, Address 2, City, State, and ZIP/Postal Code. To the right of the address fields, there is a 'Next Env #' button and a 'Status' section with a checkbox for 'Inactive Parishioner?' and a 'Reactivate Date' field. At the bottom of the form, there are 'Save/New', 'Save/Close', and 'Cancel' buttons.

- Click on the Alternate Address tab.
- Fill in all required address fields.
- City and State will populate after filling in the zip.
- Select **Begin Month/Year** and **End Month/Year** for envelopes (optional).
- Click **Save/Close**

This is a close-up view of the 'Alternate Address' tab. The tab is selected, and the form fields are visible. The fields include 'Address 1', 'Address 2', 'City', 'State', and 'ZIP/Postal Code'. There are also 'Begin Date' and 'End Date' fields with calendar icons. At the bottom of the form, there is a red button labeled 'Remove Alternate Address'.

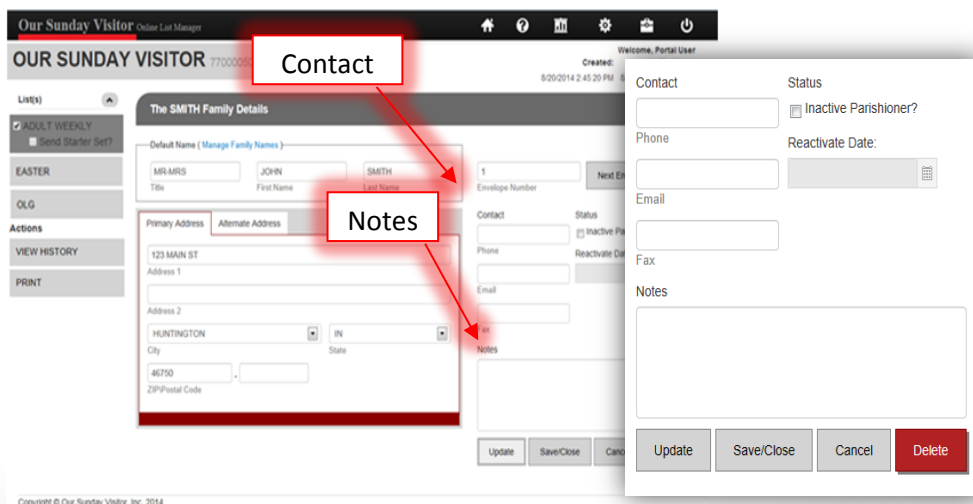
Managing Family Names

This feature allows you to maintain different names for a parishioner record when the record exists on more than one list. Refer to the Manage Family Names document under HELP in the Online List Manager for additional information.



Contacts and Notes

Maintain the parishioner's phone number, email and fax number. The Notes field is a place where you can record information on the parishioner record.



Actions and View History

To access the history of transactions on a record click **View History**. The History screen displays changes in red text, the date of the change and the user that modified the record.

Click **Print** to print a copy of the parishioner record.

The screenshot displays the 'Our Sunday Visitor' Online List Manager interface. The main header shows 'OUR SUNDAY VISITOR' with a user ID '770000500010'. A sidebar on the left contains navigation options: 'List(s)', 'ADULT WEEKLY' (with a 'Send Starter Set?' checkbox), 'EASTER', 'OLG', and 'Actions' (with sub-options 'VIEW HISTORY' and 'PRINT'). The main content area is titled 'The SMITH Family Details' and contains a form for family information. The 'Default Name (Manage Family Names)' section includes fields for Title (MR-MRS), First Name (JOHN), and Last Name (SMITH). The 'Primary Address' section includes fields for Address 1 (123 MAIN ST), Address 2, City (HUNTINGTON), State (IN), and ZIP/Postal Code (46750). The right sidebar contains fields for Envelope Number (1), Contact, Status (with an 'Inactive Parishioner?' checkbox), Phone, Reactivate Date, Email, Fax, and Notes. At the bottom of the form are buttons for 'Update', 'Save/Close', 'Cancel', and 'Delete'. A copyright notice at the bottom reads 'Copyright © Our Sunday Visitor, Inc. 2014'. Two red boxes with arrows point to the 'VIEW HISTORY' and 'PRINT' buttons in the sidebar, with labels 'View History' and 'Print' respectively.

How to Print Reports from Online List Manager

To access the Report feature, click on Reports in the tool bar along the top of the Online List Manager. You can select any of the report options below. Each report has additional filter options.

- Parishioner List
- Deleted Family
- Adds & Changes
- Address Corrections
- Labels

Reports

Our Sunday Visitor Online List Manager

OUR SUNDAY VISITOR 770000500010

Welcome, Portal User
Parishioners: 556 Active: 556 Inactive: 0

Search by Name, Env #, & Address...

Env #	Status	Last Name	First Name	Title	Address	City
1	Active	SMITH	JOHN	MRLMRS	123 MAIN ST	HUNTINGTON
2	Active	SMITH	JOHN	MRLMRS	123 MAIN ST	HUNTINGTON
3	Active	SMITH	JOHN	MRLMRS	123 MAIN ST	HUNTINGTON
4	Active	SMITH	JOHN	MRLMRS	123 MAIN ST	HUNTINGTON
5	Active	SMITH	JOHN	MRLMRS	123 MAIN ST	HUNTINGTON
6	Active	SMITH	JOHN	MRLMRS	123 MAIN ST	HUNTINGTON
7	Active	SMITH	JOHN	MRLMRS	123 MAIN ST	HUNTINGTON
8	Active	SMITH	JOHN	MRLMRS	123 MAIN ST	HUNTINGTON
9	Active	SMITH	JOHN	MRLMRS	123 MAIN ST	HUNTINGTON
10	Active	SMITH	JOHN	MRLMRS	123 MAIN ST	HUNTINGTON

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How to Print a List of Parishioners

Our Sunday Visitor Online List Manager

Welcome, Portal User

OUR SUNDAY VISITOR 770000500010

To generate the Parishioner List report select the Status, List, Order By and Format, and then click View Report.
PDF Format will return a fixed layout document.
Export Format will return a data only .csv file which can be opened using Excel.

Status: All Active Inactive

Select List(s): All Lists ADULT WEEKLY EASTER OLG

Order By: Envelope Number Last Name Address Postal Code Status

Format: PDF Export

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- Select **Parishioner List**
- Select the **Status**. This is defaulted to ALL, or select Active or Inactive.
- Select the appropriate **List**. This is defaulted to ALL, or if there are multiple lists you can select a single list or multiple lists.
- Select **Order By**
- Select the **Format**
 - PDF will return a fixed layout document which can be printed
 - Export will return a data only .csv file which can be opened using Excel
- Click **view Report**

Parishioner List

Deleted Family

Add & Changes

Address Corrections

Labels

To generate the Parishioner List report select the Status, List, Order By and Format, and then click View Report.
PDF Format will return a fixed layout document.
Export Format will return a data only .csv file which can be opened using Excel.

Status: All Active Inactive

Select List(s): All Lists ADULT WEEKLY EASTER OLG

Order By: Envelope Number Last Name Address Postal Code Status

Format: PDF Export

How to Print a List of Deleted Families

- Select **Deleted Family**
- Select the appropriate **List**. This is defaulted to ALL. If there are multiple lists you can select a single list or multiple lists.
- Select the **Start Date** and **End Date**
- Select the **Order By**
- Select the **Format**
 - PDF will return a fixed layout document which can be printed
 - Export will return a data only .csv file which can be opened using Excel
- Click View Report

The screenshot shows a web application interface for generating a Deleted Family report. On the left is a vertical sidebar with menu items: Parashoner List, Deleted Family (highlighted), Adds & Changes, Address Corrections, and Labels. The main content area contains instructions: "To generate the Deleted Family report select the Status, List, Start and End Dates, Order By and Format, and then click View Report. PDF Format will return a fixed layout document. Export Format will return a data only .csv file which can be opened using Excel." Below the instructions are four columns of controls: "Select List(s):" with radio buttons for "All Lists" (checked), "ADULT WEEKLY", "EASTER", and "OLG"; "Start Date:" with a date input field showing "1/1/2014"; "End Date:" with a date input field showing "6/30/2014"; "Order By:" with radio buttons for "Envelope Number" (checked), "Last Name", "Address", "Postal Code", and "Transaction Date"; and "Format:" with radio buttons for "PDF" (checked) and "Export". At the bottom of the form are two buttons: "View Report" and "Reset to Defaults".

How to Print a List of Adds and Changes

- Select **Adds & Changes**
- Select the appropriate **List**. This is defaulted to ALL. If there are multiple lists you can select a single list or multiple lists.
- Select the **Start Date** and **End Date**
- Select the **Order By**
- Select the **Format**
 - PDF will return a fixed layout document which can be printed
 - Export will return a data only .csv file which can be opened using Excel
- Click View Report

To generate the Adds & Changes report select the Status, List, Start and End Dates, Order By and Format, and then click View Report. PDF Format will return a fixed layout document. Export Format will return a data only .csv file which can be opened using Excel

Status:	Select List(s):	Start Date:	Order By:	Format:
<input checked="" type="radio"/> All	<input checked="" type="checkbox"/> All Lists	1/1/2014	<input checked="" type="radio"/> Envelope Number	<input checked="" type="radio"/> PDF
<input type="radio"/> Active	<input type="checkbox"/> ADULT WEEKLY	End Date:	<input type="radio"/> Last Name	<input type="radio"/> Export
<input type="radio"/> Inactive	<input type="checkbox"/> EASTER	1/31/2014	<input type="radio"/> Address	
	<input type="checkbox"/> OLG		<input type="radio"/> Postal Code	
			<input type="radio"/> Status	
			<input type="radio"/> Transaction Date	

How to Print a List of Address Corrections

- Select **Address Corrections**
- Select the appropriate **List**. This is defaulted to ALL. If there are multiple lists you can select a single list or multiple lists.
- Select the **Start Date** and **End Date**
- Select the **Order By**
- Select the **Format**
 - PDF will return a fixed layout document which can be printed
 - Export will return a data only .csv file which can be opened using Excel
- Click View Report

The screenshot shows a web interface for generating an Address Corrections report. On the left is a vertical sidebar with five buttons: 'Parishioner List', 'Deleted Family', 'Adds & Changes', 'Address Corrections' (which is highlighted in dark grey), and 'Labels'. The main content area has a light grey background and contains the following text: 'To generate the Address Corrections report select the List, Start and End Dates, Order By and Format, and then click View Report. PDF Format will return a fixed layout document. Export Format will return a data only .csv file which can be opened using Excel.' Below this text are four columns of controls: 'Select List(s):' with radio buttons for 'All Lists' (checked), 'ADULT WEEKLY', 'EASTER', and 'OLG'; 'Start Date:' with a text box containing '1/1/2014' and a calendar icon; 'End Date:' with a text box containing '1/31/2014' and a calendar icon; 'Order By:' with radio buttons for 'Envelope Number' (checked), 'Change Date', and 'List'; and 'Format:' with radio buttons for 'PDF' (checked) and 'Export'. At the bottom of the interface are two buttons: 'View Report' and 'Reset to Defaults'.

How to Print Labels

- Select **Labels**
- Select the **Label Type**
- Select the **Status**. This is defaulted to ALL, or select Active or Inactive.
- Select the appropriate **List**. This is defaulted to ALL. If there are multiple lists you can select a single list or multiple lists.
- Hide Envelope Number, is optional
- Select the **Order By**
- The **Format** is preset to PDF for labels
- Click View Report

The screenshot shows a web interface for generating a Labels report. On the left is a vertical sidebar with menu items: Parishioner List, Deleted Family, Adds & Changes, Address Corrections, and Labels (which is highlighted). The main area contains instructions: 'To generate the Labels report select the Label Type, Status, List, Start and End Dates, Order By and Format, and then click View Report. The Hide Envelope Number box is optional. PDF Format will return a fixed layout document.' Below this are six columns of options: Label Type (radio buttons for Avery 5160, Avery 5161, Avery 5162, Avery 5261, Avery 5262), Status (radio buttons for All, Active, Inactive), Select List(s) (checkboxes for All Lists, ADULT WEEKLY, EASTER, OLG), Hide Envelope Number? (checkbox), Order By (radio buttons for Envelope Number, Last Name, Address, Postal Code), and Format (radio buttons for Envelope Number, PDF). At the bottom are two buttons: View Report and Reset to Defaults.

Parishioner List

Deleted Family

Adds & Changes

Address Corrections

Labels

To generate the Labels report select the Label Type, Status, List, Start and End Dates, Order By and Format, and then click View Report. The Hide Envelope Number box is optional.
PDF Format will return a fixed layout document.

Label Type:	Status:	Select List(s):	<input type="checkbox"/> Hide Envelope Number?	Order By:	Format:
<input checked="" type="radio"/> Avery 5160	<input checked="" type="radio"/> All	<input checked="" type="checkbox"/> All Lists		<input checked="" type="radio"/> Envelope Number	<input checked="" type="radio"/> PDF
<input type="radio"/> Avery 5161	<input type="radio"/> Active	<input type="checkbox"/> ADULT WEEKLY		<input type="radio"/> Last Name	
<input type="radio"/> Avery 5162	<input type="radio"/> Inactive	<input type="checkbox"/> EASTER		<input type="radio"/> Address	
<input type="radio"/> Avery 5261		<input type="checkbox"/> OLG		<input type="radio"/> Postal Code	
<input type="radio"/> Avery 5262					

PDF Format

Upon clicking View Report, for the PDF format, the print preview will open using Adobe Reader. Depending on your settings in Adobe Reader, you may find the print icon in the upper left side of the window.

If you do not see the print icon in the upper left side, the Adobe Reader tool bar may be hidden when you first open the report. You will need to hover your mouse over the top or bottom center of the screen. A mini tool bar will appear, allowing you to click on the print icon. (See figure A on the next page)

After clicking print, your printer options will appear. The Page Sizing should be set to "Actual" size.

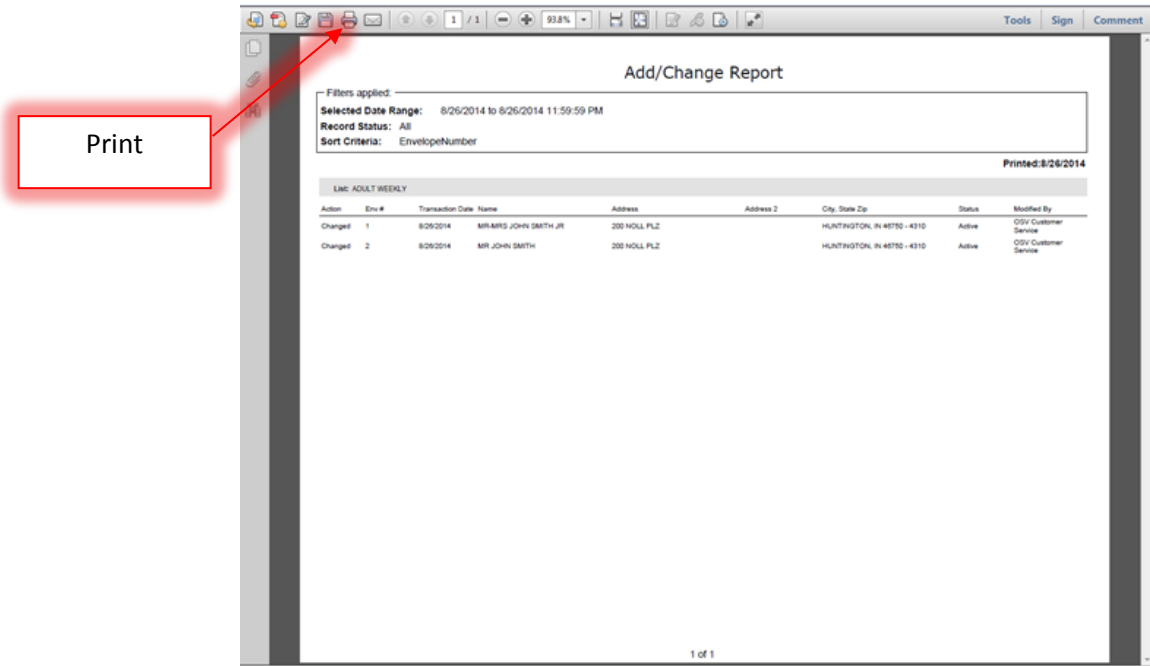


Figure A.

Add/Change Report

Filters applied: _____

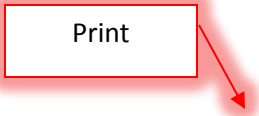
Selected Date Range: 8/26/2014 to 8/26/2014 11:59:59 PM
Record Status: All
Sort Criteria: EnvelopeNumber


Printed: 8/26/2014

LIC ADULT WEEKLY

Action	Env #	Transaction Date	Name	Address	Address 2	City, State Zip	Status	Modified By
Changed	1	8/26/2014	MIRAMIS JOHN SMITH JR	200 NOLL PLZ		HUNTINGTON, IN 46750 - 4310	Active	OSV Customer Service
Changed	2	8/26/2014	MIR JOHN SMITH	200 NOLL PLZ		HUNTINGTON, IN 46750 - 4310	Active	OSV Customer Service

Print





1 of 1

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