CONTRIBUTION STATEMENT STYLES



Practice using the Contribution Statement generator in this handson lab. Learn how to use images and styles to customize your contribution statements.

Brian Vinson November 9, 2010

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CONTRIBUTION STATEMENT STYLES

OVERVIEW

Statement styles are available for use when running contribution statements from the contribution statement generator. Several styles are available by default in Fellowship One, however, also included is the ability to create your own statement styles.

Where are the Styles?

The statement styles are located within the Contribution Statement generator tools. Click the **Giving > Statements > Statement Builder** menu options on the Giving tab to see the list of default styles.

ing > Statements > Custom Styles				
ustom Styles				
Statement Style				
Enter a name for the statement style.				
Style name *				
Browse to the XSL style document you want to upload and store in Fellowship One to format contribution statements.				
XSL style file * Choose File No file chosen				
Browse to the jpeg images you want to upload to be included in your statement styles.				
Image 1 Choose File No file chosen				
Image 2 Choose File No file chosen				
Active 📝				
Add statement style				
Styles Active Active Active Search				
Style Name	lmage 1	lmage 2	Active	
G1000			× .	0
G1000 Custom Logo			× .	0
G1000 No Logo			× .	۵
G1000 with Sub Fund			× .	0
G1002 - Letter Style			× .	۵
G1005			× .	0
Summaries Only			*	٥

Notice, in the image above, that you have the ability to upload your own style file along with two image files. Today, we will take an existing style and modify it to create a custom style.



How Do You Decide Which Style Sheet to Use?

Use the Contribution Statements and Request menu option to run a sample statement using each of the available style sheets. Make sure you type some sample text in each of the Comment fields so that you can see where it will land on the completed statement. Your request should look like the following image:



Siving > Statements > Statement Builder	
Statement Builder	
- My Statements	Output
Select the Create new option and provide a name to save a new statement definition.	When generating statements, include the following
Create new	V Households
Use existing	Rollup Individual contributions to household Individuals
	□ Organizations
include detail contributions made within the following time range	Generated statements should include the following detail
Detail dates 1/1/2010	Show non-cash contributions
Include summarized contributions by funds within the following time range	Calculation method All Time (Pledge Start to Finish)
Summary dates 1/1/2010 To 12/31/2010	Include one or more of the following comments
	Comment 1
Filters	Comment 1 Comment 1 goes in this box
Limit the results to an household/organization or postal code range	
Do not limit	
By Household/Org Tara Coulson In Select Clear	Comment 2
By Group Crossroads	Comment 2 goes in this box
Only generate statements where the contribution summary is more than	
Amount \$	Comment 3
Generate statements for the following Funds, Sub Funds and Pledge drives	
Funds All To Select	
Subtunds All Fa Select	-
	Format statements using
incluse only individuals with the following statuses ano/or Attributes	Output format PDF
Statuses All To Select	Statement style G1000
Attributes All 10 Select	Sort statements by Last Name, First Name
Include only the following Household Member Positions	Additional files
Positions All To Select	Include postal code report
	Include contributor export
Request Confirmation	
Enter email addresses to notify when statement generation is complete. Use a semi- colon (;) to separate addresses.	
Send confirmation email to jjackson@/fellowshiptech.com	
Save changes to the existing definition	
(Submit statement request)	



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What is XSLT?

XSLT stands for Extensible Style sheet Language Transformation. It is a special language that was developed to convert XML documents into files suitable for a user to display in a browser or in a printable PDF document. The XSL style file is responsible for controlling how the raw data appears to the congregant on his statement.

What is XML?

XML stands for Extensible Markup Language. Its primary purpose is to take raw data from a database and facilitate sharing that data across different information systems, particularly through the Internet. It's a method that is used to separate content from the way that content appears when presented to people.

Putting XSLT and XML Together

If we combine raw XML and an XSLT style sheet together, we get a properly formatted contribution statement. This is a similar concept to creating mail merge letters in Microsoft Word. An Excel file containing data such as names and addresses is merged into a Word document that contains placeholders for the text.

XML and XSLT take this concept a bit further by allowing more control over the final output of your document.





Working with XML and XSLT

The nice thing about working with XML and XSL is that it is all text-based. You can work with the files in any text editing program. It's best to use a program like Notepad, which will not complain about misspelled words or grammar.

Additionally, professional tools are available and make your job a bit easier by providing helper functionality like syntax checking and line numbers. Two such programs are Altova XMLSpy and UltraEdit. Today we will be using Notepad to work with our files.

Opening the Style Sheet File

When you have determined the style that most closely matches the look you are trying to achieve, you will need to open it in your XML editor or text editor.

To open the style sheet file

- 1. Click **Giving > Statements > Custom Styles** in the menu options on the Giving tab. The Statement Styles form appears.
- 2. Click **the Actions gear** beside the statement style you want to modify. Click on **View style document** download dialog box appears.

Opening 2ccb21bf-130f-4390-a367-2eb85550792e.xsl
You have chosen to open
2ccb21bf-130f-4390-a367-2eb85550792e.xsl
which is a: XSL Stylesheet
from: https://www.fellowshipone.com
What should Firefox do with this file?
Save File
Do this <u>a</u> utomatically for files like this from now on.
OK Cancel





Save As		? >
Save in:	🔁 temp 🕑 😗 📴 😨	
My Recent Documents	address list ☐ Move Assignments Incident ☐ New Folder ☐ PTT_Family_Feud_Sample ☐ g1000.xsl	
My Documents My Computer Change the file of the style sheet	name to : name XCL Ctd. babaat	Save

3. Click **Save**. The Save As dialog box appears.

- 4. Rename the file to the name of the style sheet you are working with and place it in a location where you can easily access it as you work.
- 5. Open your editing program (or Notepad) and open this file.

Let's practice!



USING A CUSTOM LOGO

What if you want to use a different logo for your statements vs. the default logo? This is an easy fix.

Note: Any .jpg image file less than or equal to 500KB can be used with your style sheet.

You have the ability to upload two images with each style sheet. The code that affects the logo is as shown below

```
<fo:block-container position="absolute" width="2.0in" height="1.5in" left="5.25in"
top="0.0in">
        <xsl:comment>Church Logo (remove next line to remove logo from
statements)</xsl:comment>
        <fo:block text-align="right"><fo:external-graphic
src="url(data:application/ibex-image,ChurchLogo)" max-width="1.875in" max-
height="0.8125in" scaling-method="auto" /></fo:block>
        </fo:block-container>
</fo:static-content>
```

The important code is

url(data:application/ibex-image,ChurchLogo)

To use a custom logo

- 1. Open the style sheet in Notepad.
- 2. Look for the block of text referenced above.
- Replace ChurchLogo with Image1. The code should now appear as: url(data:application/ibex-image,Image1)
- 4. Save the file make sure it has the XSL extension on the end. For example, MyFile.xsl.
- 5. Open Fellowship One and click the **Giving > Statements > Custom Styles** menu options on the Giving tab. The Statement Styles form opens.
- 6. Type "New Logo" in the **Style Name** field.
- 7. Click **Browse** in the **XSL Style File** field. When the Open dialog box appears, locate your style file and select it. Click **Open**.
- Click Browse in the Image 1 field. When the Open dialog box appears, locate the Contribution Style Sheets folder on your desktop. Open it and select the FT-Corp-Two-Color-Hori.jpg file. Click Open.



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9. Click Add Statement Style.

~			C	
L	usto	m	Stv	les
_		_		_

— Statemen	nt Style
Enter a na	ame for the statement style.
Style nam	ne * New Logo
Browse to	o the XSL style document you want to upload and store in Fellowship One to format contribution statements.
XSL style	file * C:\Users\jjackson\Dow Browse
Browse to	o the jpeg images you want to upload to be included in your statement styles.
Image 1	C:\Users\jjackson\Dow Browse
Image 2	Browse
Active	

Add statement style

- 10. Click the **Giving > Statements > Statement Builder** menu options. The Contribution Statement Request form appears.
- 11. Complete the form fields as necessary. This time, select **New Logo** from the **Statement Style** drop-down list.

Format statements using

Output format	PDF 👻
Statement style	G1000 🔻
Sort statements by	G1000 G1000 Custom Logo
Additional files	G1000 No Logo G1000 with Sub Fund G1002 - Letter Style
Include postal co	G1005
Include contribut	New Logo Summaries Only



REMOVING NON-CASH STATED VALUES

Some of the default styles will display the non-cash stated values. In the image below, the **Record of Non-Cash Gifts** section displays "100 Shares of ORCL" with the "Stated Value" of \$1,710.00. We can use the style sheet to remove the "Stated Valued" column.

1600 F Dentor	nic Church at Brian Fry ո, TX 76210	Vinson	Your 2006	Statement Jan-Dec		Ð
			Comme	mt 1		
Brian a 7412 F Dentor	and Kristie Vinson Riverchase Trail n, TX 76210					
Comment	2					
0	- 18 	F	ECORD OF CO	NTRIBUTIONS		
Date	Fund	C	contribution Type	e	Reference	Gift Amour
Jan 25	Pledge Drive Fund (001 C	ash	28	32	\$1,000.0
Apr 01	Fund 102	C	ash			\$600.0
May 01	Fund 101	С	ash			\$1,200.0
May 01	Fund 101	C	redit Card	XXXX-XX	XX-XXXX-0038	\$400.0
Jun 01	Pledge Drive Fund (001 C	ash			\$1,000.0
Jun 01	Fund 101	c	redit Card	XXXX-XX	XX-XXXX-0038	\$400.0
Jul 01	Fund 101	C	redit Card	XXXX-XX	(XX-XXXX-0038	\$400.0
Aug 01	Fund 101	C	redit Card	XXXX-XX	(XX-XXXX-0038	\$400.0
Sep 01	Fund 101	C	redit Card	XXXX-XX	XX-XXX-0038	\$400.0
Oct 01	Fund 101	C	redit Card	XXXX-XX	XX-XXXX-0038	\$400.0
Oct 22	Fund 101	0	asn	10000		\$750.0
Nov 01	Fund 101	C	redit Card	XXXX-XX	XX-XXXX-0038	\$500.0
Dec 01	Fund 101		redit Card	Grand Total:	XX-XXXX-0038	\$500.0
	12	R	ECORD OF NO	N-CASH GIFTS		2000 2000
Date	Fund	Desc	ription			Stated Valu
Dec 31	Fund 104	100 s	hares of ORCL		1	\$1,710.0
	CONTRIBUTION		Ť	PLET		
Fund	001111201101	This Period	YTD	Pledge Drive	Total Pledoed	Total Give
Fund 101		\$5,350,00	\$5,350.00	Bevond All Limits	\$5,000.00	\$0.0
Fund 102		\$600.00	\$600.00	Pledge Drive 001	\$2,030.00	\$4,403.0
	ive Fund 001	\$2,000.00	\$2,000.00			
Pledge Dr						

Enlargement of the Non-Cash Gifts Area

	RECORD OF NON-CASH GIFTS		
Date	Fund	Description	Stated Value
Dec 31	Fund 104	100 shares of ORCL	\$1,710.00



The code that affects the Record of Non-Cash Gifts is located in the NonCashRecords block as shown in the image below.



The specific code we want to focus on is this Stated Value block.

```
<fo:table-cell border-left="#000000 solid 1px" border-bottom="#000000 solid 1px" border-right="#000000 solid 1px" padding="2px">
<fo:block font="9pt arial" text-align="right">Stated Value</fo:block>
</fo:table-cell>
```

To remove the Stated Value column

- 1. Open your style sheet in Notepad.
- 2. Search for the NonCashGift block.
- Remove the three lines referenced above beginning with <fo:table-cell and ending with </fo:table-cell>.



4. Remove the three lines that call the StatedValue column as well. See image below.



5. Now, we need to remove the column from the layout. Remove the last column.



- 6. Tweak the other three column widths by distributing the 1.0 inch among them. For example, make the width of the first column 1.3, the second column 2.3, and the last column 3.65.
- 7. Save the file make sure it has the XSL extension on the end. For example, MyFile.xsl.
- 8. Open Fellowship One and click the **Giving > Statements > Custom Styles** menu options on the Giving tab. The Statement Styles form opens.
- 9. Type No Stated Values in the Style Name field.
- 10. Click **Browse** in the **XSL Style File** field. When the Open dialog box appears, locate your style file and select it. Click **Open**.
- 11. Click Add Statement Style.



- 12. Click the **Contribution Statements** and **Request** menu options. The Contribution Statement Request form appears.
- 13. Complete the form fields as necessary. This time, select **No Stated Values** from the Statement Style drop-down list.

Format statements using

Output format	PDF 🗸
Statement style	Blank Header 🗸 🗸
Sort statements by	Blank Header
Son statements by	G1000 G1000 Custom Logo
Additional files	G1000 No Logo
	G1000 with Sub Fund
Include postal co	G1002 - Letter Style
Include contribut	New Logo
	No Stated Values

USING YOUR OWN LETTERHEAD

What if your church has its own custom letterhead that you would rather use in lieu of the default letterhead created by the statement generator? You can modify the style sheet to remove the entire top section of the contribution statement.

Default Look

Brian a	and Kristie Vinson	Comment 1		
Dentoi Comment	1, TX 76210			
Comment	1, TX 76210	RECORD OF CONTRIBU	TIONS	
Comment Date	2Fund	RECORD OF CONTRIBU	TIONS Reference	Gift Amoun
Dentor Comment Date Jan 25	2 Fund Pledge Drive Fund 001	RECORD OF CONTRIBU Contribution Type Cash	TIONS Reference	Gift Amoun \$1,000.0
Dentor Domment	2 Fund Pledge Drive Fund 001 Fund 102	RECORD OF CONTRIBU Contribution Type Cash Cash	TIONS Reference	Gift Amour \$1,000.0 \$600.0
Dentor Domment Date Jan 25 Apr 01 May 01	Fund Fund 001 Fund 102 Fund 101	RECORD OF CONTRIBU Contribution Type Cash Cash Cash	TIONS Reference	Gift Amour \$1,000.0 \$600.0 \$1 200.0
Dentor Dentor Date Jan 25 Apr 01 May 01	Fund Fund 001 Fund 102 Fund 101 Fund 101	RECORD OF CONTRIBU Contribution Type Cash Cash Cash Cash	TIONS Reference	Gift Amour \$1,000.0 \$600.0 \$1,200.0
Dentor Domment Date Jan 25 Apr 01 May 01 May 01	Fund Fund 101 Fund 101 Fund 101 Fund 101	RECORD OF CONTRIBU Contribution Type Cash Cash Cash Credit Card	TIONS Reference	Gift Amour \$1,000.0 \$600.0 \$1,200.0 \$400.0
Date Date Jan 25 Apr 01 May 01 Jun 01	Fund Pledge Drive Fund 001 Fund 102 Fund 101 Fund 101 Pledge Drive Fund 001	RECORD OF CONTRIBU Contribution Type Cash Cash Cash Credit Card Cash	TIONS Reference	Gift Amour \$1,000.0 \$600.0 \$1,200.0 \$400.0 \$1,000.0



Statement Modified

Brian and	Kristie Vinson		
7412 River	chase Trail		
Denton, TX	(76210		

After the statement style sheet has been modified, you will be able to print on your own letterhead. The code that affects the header area of the statement is located in the header block as shown below.

<fo:page-sequence master-reference="page"></fo:page-sequence>
<fo:static-content flow-name="header"></fo:static-content>
<xsl:comment>Church Address (remove the following 4 lines to include no church address)</xsl:comment>
<fo:block font="11pt arial" start-indent="0.125in"><xsl:value-of select="@ChurchName"></xsl:value-of></fo:block>
<fo;block font="11pt arial" start-indent="0.125in"><xsl:value-of select="@ChurchAddress1"></xsl:value-of></fo;block>
<fo:block font="11pt arial" start-indent="0.125in"><xsl:value-of select="@ChurchAddress2"></xsl:value-of></fo:block>
<fo:block font="11pt arial" start-indent="0.125in"><xsl:value-of select="@ChurchCity"></xsl:value-of>, <xsl:value-of select="@ChurchStateProvince"></xsl:value-of> <xsl:value-of select="@ChurchStateProvince"></xsl:value-of> <xsl:value-of select="@ChurchCity"></xsl:value-of>, <xsl:value-of select="@ChurchStateProvince"></xsl:value-of> <xsl:value-of select="@ChurchStateProvince"></xsl:value-of>></fo:block>
<fo:block-container height="1.5in" left="3.25in" position="absolute" top="0.0in" width="1.75in"></fo:block-container>
<fo:block font="bold 14pt arial" space-after="0.1in">Your Statement</fo:block>
<fo:block font="12pt arial"><xsl:value-of select="@Year"></xsl:value-of> <xsl:value-of select="@StartMonth"></xsl:value-of>-<xsl:value-of select="@EndMonth"></xsl:value-of></fo:block>
<fo:block-container height="0.5in" left="3.25in" position="absolute" top="0.9in" width="3.5in"></fo:block-container>
<xsl:comment>Comment #1 (header)</xsl:comment>
<fo:block font="italic 10pt times" linefeed-treatment="preserve"><xsl:value-of select="@Comment1"></xsl:value-of></fo:block>
<fo:block-container height="1.5in" left="5.25in" position="absolute" top="0.0in" width="2.0in"></fo:block-container>
<xsl:comment>Church Logo (remove next line to remove logo from statements)</xsl:comment>
<fo:block text-align="right"><fo:external-graphic max-height="0.8125in" max-width="1.875 n" scaling-right"="" src="url(data:application/ibex-image,ChurchLogo)"></fo:external-graphic></fo:block>

To remove the header area

- 1. Open the style sheet in Notepad.
- 2. Search for the **header** block.
- 3. Remove all content shaded in the image above.
- 4. Save the file make sure it has the XSL extension on the end. For example, MyFile.xsl.



- 5. Open Fellowship One and click the **Giving > Statements > Custom Styles** menu options on the Giving tab. The Statement Styles form opens.
- 6. Type **Blank Header** in the **Style Name** field.
- 7. Click **Browse** in the **XSL Style File** field. When the Open dialog box appears, locate your style file and select it. Click **Open**.
- 8. Click Add Statement Style.
- 9. Click the **Giving > Statements > Statement Builder** menu options. The Contribution Statement Request form appears.
- 10. Complete the form fields as necessary. This time, select **Blank Header** from the **Statement Style** drop-down list.

Format statements using

Output format	PDF 👻
Statement style	Blank Header 🗸 🗸
Sort statements by	Blank Header
Son statements by	G1000 C1000 Custom Logo
	G1000 Custom Logo
Additional files	G1000 with Sub Fund
Include postal co	G1002 - Letter Style
	G1005
Include contribut	New Logo
	Summaries Only



MODIFYING LAYOUT

What if you only want to send a summary of contributions to your contributors? The default is to show a record of all contributions for the date range selected. We can remove the Record of Contributions and then move the Contribution Summary, Pledge Summary and Comment 3 up.

Before

Dentor	nic Church at Brian Vins Try 1, TX 76210	on Your \$ 2006 Ja	Statement an-Dec		T
		Comment	1		
Brian a	and Kristie Vinson				
7412 F Dentor	Riverchase Trail n. TX 76210				
17174568					
Comment	2				
Ő.		RECORD OF CON	ITRIBUTIONS		
Date	Fund	Contribution Type		Reference	Gift Amo
Jan 25	Pledge Drive Fund 001	Cash	12		\$1,000.
Apr 01	Fund 102	Cash			\$600.
May 01	Fund 101	Cash			\$1,200
May 01	Fund 101	Credit Card	XXXX-XX	XXX-XXXX-0038	\$400
Jun 01	Pledge Drive Fund 001	Cash			\$1,000
Jun 01	Fund 101	Credit Card	XXXX-XX	XX-XXXX-0038	\$400.
Jul 01	Fund 101	Credit Card	XXXX-XX	XXX-XXXX-0038	\$400
Aug 01	Fund 101	Credit Card	XXXX-XX	XX-XXXX-0038	\$400
Sep 01	Fund 101	Credit Card	XXXX-XX	XXX-XXXX-0038	\$400.
Oct 01	Fund 101	Credit Card	XXXX-XX	XX-XXXX-0038	\$400.
Oct 22	Fund 101	Cash			\$750
Nov 01	Fund 101	Credit Card	XXXX-XX	XX-XXXX-0038	\$500.
Dec 01	Fund 101	Credit Card	XXXX-XX	XX-XXXX-0038	\$500.
			Grand Total:		\$7,950
	and the second sec	RECORD OF NON-	-CASH GIFTS	7	01-1
0		Description			\$1,710 (
Date	Fund Eurod 104	100 shares of ORCL			ψ1,710.0
Date Dec 31	Fund 104	100 shares of ORCL	DIE		
Date Dec 31	Fund Fund 104 CONTRIBUTION SUMM This	100 shares of ORCL IARY Period YTD	PLE Pledge Drive	DGE SUMMARY Total Pledged	Total Give
Date Dec 31 Fund Fund 101	Fund 104 Fund 104 CONTRIBUTION SUMM This \$5.	100 shares of ORCL IARY Period YTD 350.00 \$5.350.00	PLE Pledge Drive Beyond All Limits	DGE SUMMARY Total Pledged \$5.000.00	Total Give
Date Dec 31 Fund Fund 101 Fund 102	Fund 104 CONTRIBUTION SUMM This \$5, \$	100 shares of ORCL IARY Period YTD 350.00 \$5,350.00 500.00 \$600.00	PLE Pledge Drive Beyond All Limits Pledge Drive 001	DGE SUMMARY Total Pledged \$5,000.00 \$2,030.00	Total Give \$0.0 \$4,403.0



After

Dynamic 1600 Fry Denton,	Church at Brian TX 76210	Vinson	Yo 200	u r Statement 6 Jan-Dec		7)
			Com	ment l		
Brian an 7412 Riv Denton,	d Kristie Vinson rerchase Trail TX 76210					
Comment 2						
0	CONTRIBUTION	SUMMARY			PLEDGE SUMMARY	
Fund		This Period	YTD	Pledge Drive	Total Pledged	Total Giv
Fund 101		\$5,350.00	\$5,350.00	Beyond All Limits	\$5,000.00	\$0.
Fund 102		\$600.00	\$600.00	Pledge Drive 001	\$2,030.00	\$4,403.
Pledge Drive	Fund 001	\$2,000.00	\$2,000.00			
Comme	nt 3					
Comme	nt 3					
Comme	nt 3					
Comme	nt 3					
Comme	nt 3					

To modify page layout

1. Open the style sheet in Notepad.



2. Search for the ContributionRecords block.

```
<fo table>
  <fo:table-column width="1.0in"/>
  <fo:table-column width="2.0in"/>
  <fo:table-column width="2.0in"/>
  <fo:table-column width="1.25in"/>
  <fo:table-column width="1.0in"/>
  <fo:table-body>
     <fo:table-header table-omit-header-at-break="false">
        <fo:table-row>
          <fo:table-cell background-color="#dadada" border="#000000 solid 1px" padding="2px" number-columns-spanned="5">
             <fo:block font="9pt arial" text-align="center">RECORD OF CONTRIBUTIONS</fo:block>
          </fo:table-cell>
        </fo:table-row>
        <fo:table-row>
          <fo:table-cell border-left="#000000 solid 1px" border-bottom="#000000 solid 1px" padding="2px">
             <fo:block font="9pt arial">Date</fo:block>
          </fo:table-cell>
          <fo:table-cell border-left="#000000 solid 1px" border-bottom="#000000 solid 1px" padding="2px">
             <fo:block font="9pt arial">Fund</fo:block>
          </fo:table-cell>
          <fo:table-cell border-left="#000000 solid 1px" border-bottom="#000000 solid 1px" padding="2px">
             <fo:block font="9pt arial">Contribution Type</fo:block>
          </fo:table-cell>
          <fo:table-cell border-left="#000000 solid 1px" border-bottom="#000000 solid 1px" padding="2px">
             <fo:block font="9pt arial" text-align="right">Reference</fo:block>
          </fo:table-cell>
          <fo:table-cell border-left="#000000 solid 1px" border-bottom="#000000 solid 1px" border-right="#000000 solid 1px" padding="2px">
```

3. Remove the Record of Contributions table by deleting the code as shown above.

```
<fo:block font="9pt arial" text-align="right">Gift Amount</fo:block>
           </fo:table-cell>
        </fo:table-row>
     </fo:table-header>
     <xsl:apply-templates select="Contribution"/>
     <fortable-row >
        <fo:table-cell border-top="#000000 solid 1px">
           <fo:block></fo:block>
        </fo:table-cell>
        <fo:table-cell border-top="#000000 solid 1px">
           <fo:block></fo:block>
        </fortable-cell>
        <fo:table-cell border-top="#000000 solid 1px">
           <fo:block></fo:block>
        </fo:table-cell>
        <fo:table-cell padding="2px" border-top="#000000 solid 1px">
           <fo:block font="9pt arial">Grand Total:</fo:block>
        </fo:table-cell>
        <fo:table-cell padding="2px" border-top="#000000 solid 1px">
           <fo:block font="9pt arial" text-align="right">$<xsl.value-of select="ContributionRecordsTotal"/></fo:block>
        </fo:table-cell>
     </fo:table-row>
  </fo:table-body>
</fo:table>
```



4. Next, let's delete all the values to clean up our work. Delete the code in the following image.

_	
	<xsl:template match="Contribution"></xsl:template>
	<xsl:for-each select="."></xsl:for-each>
	<fo:table-row></fo:table-row>
	<fo:table-cell padding="2px"></fo:table-cell>
	<fo:block font="9pt arial"><xsl:value-of select="ReceivedDate"></xsl:value-of></fo:block>
	<fo:table-cell padding="2px"></fo:table-cell>
	<fo:block font="9pt arial"><xsl:value-of select="Fund"></xsl:value-of></fo:block>
	<fo:table-cell padding="2px"></fo:table-cell>
	<fo:block font="9pt arial"><xsl:value-of select="ContributionType"></xsl:value-of></fo:block>
	<fo:table-cell padding="2px"></fo:table-cell>
	<fo:block font="9pt arial" text-align="right"><xsl:value-of select="Reference"></xsl:value-of></fo:block>
	<fo:table-cell padding="2px" wrap-option="inherit"></fo:table-cell>
	<fo:block font="9pt arial" text-align="right">\$<xsl:value-of select="Amount"></xsl:value-of></fo:block>

- 5. Save the file make sure it has the XSL extension on the end. For example, MyFile.xsl.
- 6. Open Fellowship One and click the **Giving > Statements > Custom Styles** menu options on the Giving tab. The Statement Styles form opens.
- 7. Type Summaries Only in the Style Name field.
- 8. Click **Browse** in the **XSL Style File** field. When the Open dialog box appears, locate your style file and select it. Click **Open**.
- 9. Click Add Statement Style.
- 10. Click the **Giving > Statements > Statement Builder** menu options. The Contribution Statement Request form appears.



Complete the form fields as necessary. This time, select **Summaries Only** from the **Statement Style** drop-down list.

Format statements using

Output format	PDF 👻
Statement style	Blank Header 🗾 👻
Sort statements by	Blank Header G1000 C1000 Custom Lago
Additional files	G1000 No Logo G1000 with Sub Fund
Include postal co	G1002 - Letter Style
Include contribut	New Logo Summaries Only

What Information Can You Choose to Show or Hide on a Statement? Since the Contribution Statement Generator uses XML and XSLT to create the PDF we can choose to show or hide any of the information contained in the XML data source. Here is a list of the information available. (Description – Name in the XML – Example)

Statement Information - Document

- Contribution Detail Start Date DetailStartDate 1/1/2010
- Contribution Detail End Date DetailEndDate 1/1/2010
- Contribution Summary Start Date SummaryStartDate 1/1/2010
- Contribution Summary End Date SummaryEndDate 1/1/2010
- Contribution Year Year 2010
- Contribution Detail Start Month StartMonth Jan
- Contribution Detail End Month EndMonth Dec
- Contribution Summary Start Month SummaryStartMonth Jan
- Contribution Summary End Month SummaryEndMonth Dec
- Date the Statement was run CreatedDate 1/1/2010
- Church Name ChurchName First Baptist Church of Earth
- Church Address 1 ChurchAddress1 201 Main St.
- Church Address 2 ChurchAddress 2 Suite 1111
- Church City ChurchCity Irving
- Church State ChurchStateProvince TX
- Church Postal Code ChurchPostalCode 75038
- Church Country ChurchCountry United States
- Comment 1 Comment1 Your church's text from Comment 1
- Comment 2 Comment2 Your church's text from Comment 2
- Comment 3 Comment3 Your church's text from Comment 3
- Contribution Statement Description Description Last Names (Adams -Washington)



Contributor Information - Contributor

- Household/Individual Full Name Name Brian and Kristie Vinson / Brian Vinson
- Household/Individual First Name FirstName Brian and Kristie / Brian
- Household/Individual Last Name LastName Vinson
- Statement or Primary Address 1 Address 1 6363 N State Hwy 161
- Statement or Primary Address 2 Address2 Suite 200
- Statement or Primary City City Irving
- Statement or Primary State State TX
- Statement or Primary Postal Code PostalCode 75038

Each Contribution Record - Contribution

- Contribution Type Contribution Type Cash, Check, Credit Card, ACH, eCheck
- Fund Fund Missions
- Sub Fund SubFund South America
- Contribution Received Date (Month DD) ReceivedDate May 07
- Contribution Received Date (MM/DD/YYYY) FullReceivedDate 5/7/2010
- Check Number Reference 1520
- Contribution Amount (X,XXX.XX) Amount 125.00
- Memo on Contribution ContributionsMemo 5/2/2010 Payment Reversed
- Total of Contributions (X,XXX.XX) ContributionRecordsTotal 7,000.25

Each Non-Cash Gift - NonCashGift

- Contribution Type Contribution Type Cash, Check, Credit Card, ACH, eCheck
- Fund Fund Missions
- Sub Fund SubFund South America
- Contribution Received Date (Month DD) ReceivedDate May 07
- Contribution Received Date (MM/DD/YYYY) FullReceivedDate 5/7/2010
- Non-Cash Gift Amount (X,XXX.XX) StatedValue 10,000.00
- Memo on Contribution ContributionsMemo 80 Shares of PRW

Summary of Contributions - ContributionSummary

- Fund Fund Missions
- Amount given to this fund in the summary date range (X,XXX.XX) YTD 3,500.00
- Amount given to this fund in the detail date range (X,XXX.XX) ThisPeriod 1,250.00

Summary of Pledge Drives - PledgeDrives

- Pledge Drive Name PledgeDrive
- Total amount pledged to this pledge drive (X,XXX.XX) TotalPledged 1,000.00
- Total amount given toward the pledge (X,XXX.XX) TotalGiven 500.00
- Amount pledged to pledge drive minus amount given toward the pledge (X,XXX.XX) PledgeBalance 500.00



