

List of Gift Aid Lite guides

Ref. No.	Name
GAL1	How to log in and log out
GAL2	Creating and updating your User Profile
GAL3	Donor record guide
GAL4	Creating a backup file and exporting donors and donations
GAL5	Choosing and adding purposes
GAL6	Quick Add donor and gift
GAL7	Creating a GASDS donor record
GAL8	Entering one off, regular and anonymous GASDS donations
GAL9	Aggregate donations
GAL10	Reconciling a summary of your Gift Aid claim before submitting your Church's authorisation form
GAL11	Quarterly claims previously submitted summary report
GAL12	Entering donations
GAL13	Creating a QR code for your Church
GAL14	Creating and managing regular donations
GAL15	Managing your envelope donors and their numbers
GAL16	Setting up your SmartFilters
GAL17	Importing donations directly from an electronic bank statement
GAL18	Importing donations from a spreadsheet
GAL19	Creating and printing thank you letters
GAL20	Creating a Gift Aid donor record
GAL21	Changing/ending a Gift Aid declaration
GAL22	Changing a donor's address
GAL23	Using and promoting the 'Payter Contactless Giving Device
GAL24	Enabling Contactless donations to be claimed via Gift Aid using the 'Payter' Contactless giving device
GAL25	Dealing with regular users of one-off Gift Aid envelopes
GAL26	Setting up a new easyfundraising account
GAL27	How to make an online donation via a Church's easyfundraising account