



ChurchWatch Newsletter #12 Rev 2 January 2016

PROBLEM: Printed reports are "zoomed in" and only part of the report fits on a printed page

This newsletter describes a rare problem seem by some users of Windows Vista, Windows 7, Window 8 and Windows 10 (and likely later) operating systems.

OK, so your report looks great on screen and then you send it to the printer. To your surprise, the page looks "zoomed in" and only part of the report fits on the page (truncated on left and bottom edges). Something like this:

Your Chu SUPPLIE Print Date:	Irch Name Here D REPORTS ORDERED I 2012.10.27
A=Attendance, C N=Special Needs	=Classes, D=Directories, E=Events, F=Phone , O=Pledges, P=People, R=Facility/Resource
Report Name:	\$0.00 Tax Receipts
Report Type:	G
File Name: Description:	zero_tr The Tax Receipt Manager issue \$0. This report fills the ga given an offering.
Report Name:	(Class) All Persons Absent #:
Report Type:	А
File Name:	absent3
	Cirrog a contact listing for a

Figure 1 – Example of a printed report

This problem is caused by setting a zoom level in later versions of Microsoft Windows, such as Windows Vista through Windows 10. ChurchWatch does not support these zoom settings. Fortunately, there is a much better method for setting the zoom level, that ChurchWatch WILL support. We will explain that in a moment.

First of all, let's turn off the magnification settings. This is found in various places depending on your operating system. It might be Start->Control Panel->Display. Or it might be Start->Control Panel->Appearance and Personalization->Display. In Windows 10 it is Start->Settings->System->Display. You may have to hunt around a bit but the page will be in the Control Panel and looks like figure #2 or 2a below. <u>Make sure that the magnification</u> <u>setting is set to 100%</u>. In Windows 10 this is called text size (see figure 2a). <u>This is a key</u> <u>step</u>.



Figure 2 – Magnification setting in Older Versions of Windows



Figure 2a – Text Size in Windows 10

Read on...

Now, here's the secret. Instead of setting a magnification setting (which actually requires you to log out and log back in again), just set the monitor resolution which is much more convenient, requires no log out, and is compatible with ChurchWatch:

To do this, right-click your mouse somewhere on your desktop (not on an icon) and then choose "Personalize" or "Properties". In Windows 10, right click on your desktop, choose "Display Settings" and then at the bottom of the "Display" page click on "Advanced display settings".

×-	Catalyst Control Center	
	View Sort By Refresh) }
	Paste Paste Shortcut Undo Move	Ctrl+Z
۵	NVIDIA Control Panel	
6	Groove Folder Synchronization	۰.
	New	۱.
5	Personalize	

Figure 3 – Right-Click on your desktop (Prior To Windows 10)

A form similar to the following should be displayed (Prior to Windows 10):



Figure 4 – Personalization Settings (Prior to Windows 10)

Next, choose display settings. Depending on your operating system, this procedure may change a bit but you are looking for the monitor resolution setting. A form similar to the following should be displayed.

🥞 Display Settings								
Monitor								
Drag the icons to match your monitors.	Identify Monitors							
2								
1. Dell 2007WFP (Digital) on NVIDIA GeForce GT 440 🔹								
✓ This is my main monitor ✓ Extend the desktop onto this monitor								
Resolution:	<u>C</u> olors:							
Low High	Highest (32 bit) 🔹							
1680 by 1050 pixels								
How do I get the best display?	Advanced Settings							
ОК	Cancel Apply							

Figure 5 – Display Settings form

← Settings				- 🗆 X
Customizo	vour display			^
Customize	your display			
	C	C	1	
	3	2		
Identify Detect	t Connect to a wireless displa	v		
Multiple displays		,		
Extend desktop	o to this display \sim			
Resolution 1920 × 1080 (Re	ecommended) 🗸 🗸			
Apply	Cancel			
Related set	tings			
Color calibration				~

Figure 5a – Advanced Display Settings Form in Windows 10

Reduce the "Resolution" setting down to something your eyes are comfortable with. This will be equivalent to a magnification. You'll need to click the APPLY button to test the setting. When satisfied, click OK on all forms until you are out.

Finally, retest the report on your printer and it should look OK:

```
Your Church Name Here
SUPPLIED REPORTS ORDERED BY NAME
Print Date: 2012.10.27
A+Atlendance, C+Classes, D+Directories, E+Events, F+Phone Dialer, G+Glving, H+House, L+Ubrary, M+Sermons,
N+Special Needs, O+Pledges, P+People, R+Facility/Resource S+Church/Vatch, T+Time & Talents, V+Visitation, W+Visitors, X+Registers
Report Name: $0.00 Tax Receipts
Report Type: G
File Name:
              sero tr
Description: The Tax Receipt Manager issues tax receipts for anyone who has given an amount > $0. This report fills the gap by producing receipts for any family that has not
               given an offering.
Report Name: (Class) All Persons Absent #1
Report Type: A
File Name: absent3
Description: Gives a contact listing for all people who were NOT present at a particular
               class
Report Name: (Class) All Persons Present #1
Report Type: A
File Name: present2
Description: Gives a contact listing for all people who were present at a particular class.
Report Name: (Class) All Persons Present #2
Report Type: A
File Name: attend5
Description: An enhanced contact listing for all people at a specific class. Uses attendance
               details.
Report Name: (Class) Attendance -Specific Classes, ....
Report Type: A
File Name:
              attend20
Description: This is a detailed attendance listing for a specific group of people at a specific set of classes over a specific period of time. "P" is printed for people present at any of the chosen classes on the reported dates.
Report Name: (Class) Attendance History for One ...
Report Type: A
File Name:
              attend6
Description: Class attendance history for a single person you choose.
Report Name: (Class) Attendance Summary By Member....
Report Type: A
File Name:
              atndsum8
Description: An attendance summary for all defined classes. Listed in membership catagory
Report Name: (Class) Attendance Summary for All ...
Report Type: A
File Name:
             atndsum6
Description: An attendance summary for all defined classes. Listed in class name order.
Membership catagory totals are listed for each class also.
                                                                                                       Page: 1
```

Figure 6 – Example of a proper printed report, no zooming

NOTE: This procedure varies depending on your operating system. In general, it's a two step process. (1) turn off your magnification setting (ie set it to 100%) and (2) Set the monitor resolution to whatever is comfortable for your eyes. Look around in the Windows Control Panel (or Windows 10 "Settings") until you find these settings. It may also depend on your video card but for most folks, the above procedure is correct.

NOTE: ChurchWatch requires minimum monitor resolution of 1024x768. Do not set it any lower.