

Talents Picklist

Version 10 for PDS

In the new system, there will be a section of pre-defined (shared) **Talents/Skills/Interests** fields. These fields were created based upon research done on a large variety of PDS databases and input from the Stewardship group at the Archdiocese. To map your **Talents** list to the proper fields in the new system, they will need to match one of the following field names:

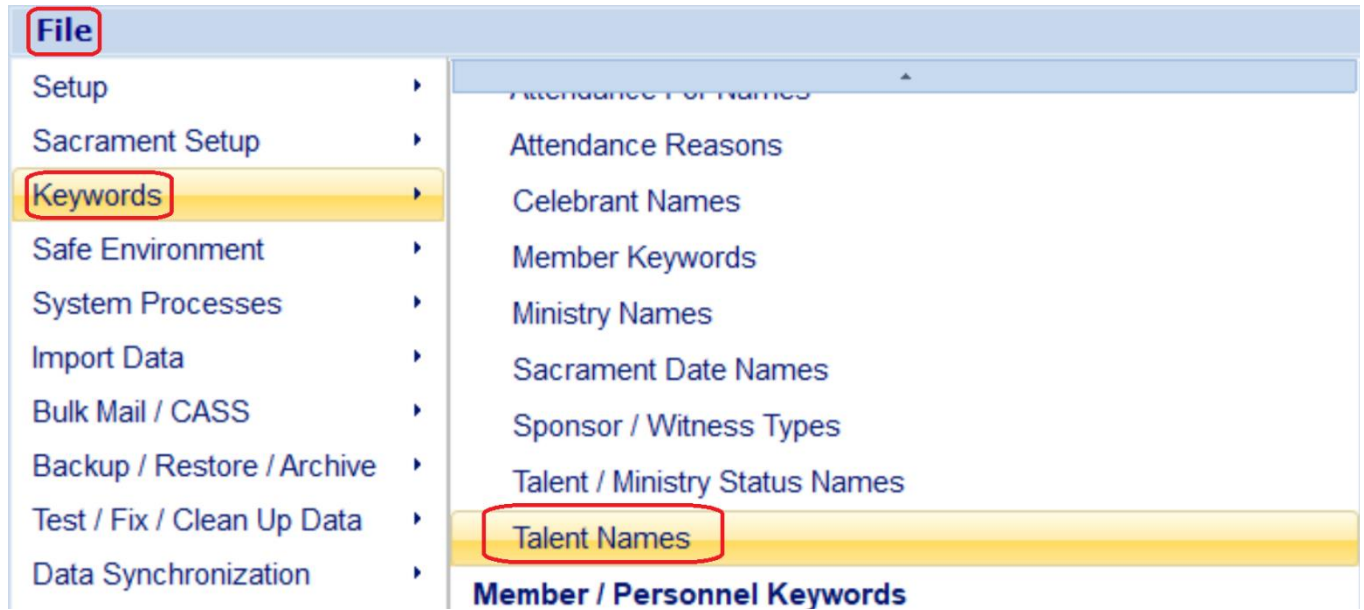
Fieldnames for Talents/Skills/Interests:

| ABILITIES | | |
|---------------------------------|--------------------------------|--------------------------------|
| | ‡ Hospitality: Baking | ‡ Leadership: Team Building |
| ‡ Activity: Coaching Sports | ‡ Hospitality: Catering | ‡ Leadership: Training |
| ‡ Activity: Outdoor Sports | ‡ Hospitality: Child Care | ‡ Leadership: Visioning |
| ‡ Activity: Sports Officiating | ‡ Hospitality: Cleaning | ‡ Skill: Accounting/Finance |
| ‡ Arts: Calligraphy/Lettering | ‡ Hospitality: Cooking | ‡ Skill: Audio/Visual |
| ‡ Arts: Crafts | ‡ Hospitality: Event Planning | ‡ Skill: Building/Construction |
| ‡ Arts: Creative Activities | ‡ Hospitality: General Assist | ‡ Skill: Carpentry |
| ‡ Arts: Dance | ‡ Hospitality: Hostessing | ‡ Skill: Desktop Publishing |
| ‡ Arts: Decorating | ‡ Hospitality: Laundry(Linens) | ‡ Skill: Electrical (Licensed) |
| ‡ Arts: Design, Draw, etc. | ‡ Hospitality: Welcoming | ‡ Skill: Equipment Operator |
| ‡ Arts: Digital Photography | ‡ Leadership: Coordinating | ‡ Skill: Gardening |
| ‡ Arts: Directing (Drama) | ‡ Leadership: Development | ‡ Skill: Landscaping |
| ‡ Arts: Floral Arrangements | ‡ Leadership: Evaluating | ‡ Skill: Microsoft Office |
| ‡ Arts: Music(Vocal/Instrument) | ‡ Leadership: Facilitating | ‡ Skill: Office/Clerical |
| ‡ Arts: Sewing/Knitting | ‡ Leadership: Fund Raising | ‡ Skill: Painting |
| ‡ Comms: ASL Interpreter | ‡ Leadership: General Leader | ‡ Skill: Phone/Reception |
| ‡ Comms: Bilingual | ‡ Leadership: Human Resour | ‡ Skill: Plumbing |
| ‡ Comms: Editing | ‡ Leadership: Interviewing | ‡ Skill: Tech/Computers |
| ‡ Comms: Historian | ‡ Leadership: Management | ‡ Skill: Technology/IT |
| ‡ Comms: Proofreading | ‡ Leadership: Marketing | ‡ Skill: Translator |
| ‡ Comms: Public Speaking | ‡ Leadership: Mediating | ‡ Skill: Video Production |
| ‡ Comms: Sign/Banner Making | ‡ Leadership: Negotiating | ‡ Skill: Woodworking |
| ‡ Comms: Social Media | ‡ Leadership: Organizing | |
| ‡ Comms: Social Media | ‡ Leadership: Recruiting | |
| ‡ Comms: Wordsmithing | ‡ Leadership: Research | |
| ‡ Comms: Writing | ‡ Leadership: Teaching | |

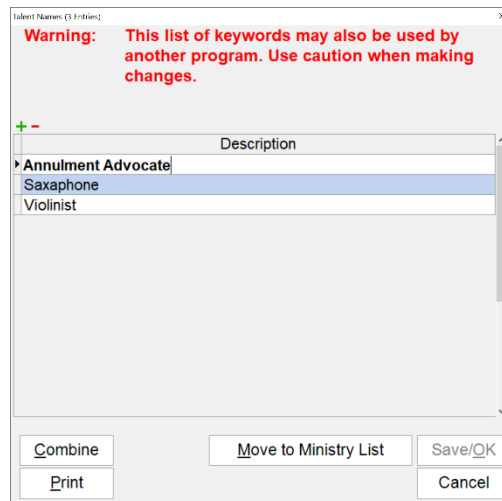
To assist the implementation team with the migration of your families, it will be necessary to modify your Talents Keyword picklist to match the above.

Talents Keyword Update:

Select: FILE | Keywords | Member Keywords | Talent Names:



If you do not have the picklist values shown on the prior page, you will use the **+** icon to Insert them:



If you have a slight variation from the new value, you can edit it to match the new value. That will update it on all members that use that language. If you currently have other talent options in your picklist that do not closely match on a 1-to-1 basis, please be sure to combine these with the appropriate one that matches it in the new system list on page 1.

To do this, use the COMBINE Talent Names button. We want to use the COMBINE process instead of the Delete process, so that we can replace the value on each member with the new picklist values. Using the COMBINE process, we can replace the legacy value with the proper value for use in the new system.

For more detailed examples of the COMBINE process, please review the City/State Keyword cleanup document.