

- 1: Open the Yahrzeit Module.
- 2: When entering a New Deceased person or updating an existing record to create a list of memorial Lights, check of the Mark Plaque option and enter a Plaque Number (If you are editing an existing record be sure to click Update when done)

**Yahrzeit Lists**

Update Hebrew Year in Global Updates Before Creating Yahrzeit Lists

Add Yahrzeit | Yahrzeit Lists | Yahrzeit Notifeyees

English Name	Hebrew Name	Yahrzeit Date
Abrahamson, Isaac	Yitzhak ben Avrah	10 Tishri 5766
Abrams, Mary		19 Tammuz 57
Adler, Leo M.		28 Tishri 5766
Altman, Lil		3 Shevat 5766
Altura, Larn	Law ben Avraham	8 Sivan 5766

Immediate Family: Andelman, Bill ANDELMANB -A1

Available Relationship Types: Aunt, Father-in-Law

Notes: year unknown used 5650

Include in Synagogue Yahrzeit Lists:
 

- Synagogue Bulletin
- Shabbat Service Bulletin
- Book of Remembrance
- Mark Plaque on Yahrzeit

Date Preference: Hebrew

Plaque No: 56

Yahrzeit Date Calculation:
 

- Civil DOD: 10/05/1889
- Hebrew DOD: 10 Tishri 5650
- Hebrew Yahrzeit Date: 10 Tishri 5766
- Converted Hebrew Yahrzeit Date: 10-13-2005
- Civil DOD Anniv.: 10/05/2006

Cemetery: Cemetery, Plot

After Sunset?: Yes, No, Unknown

Cem. Marker: Yes, No

Data Entry is Required in Fields Labeled Red

Buttons: Add Yahrzeit, Update Yahrzeit, Delete Yahrzeit, Cancel Input

Notifeyees For: Bill Andelman

Buttons: Go, Refresh Yahrzeit List, Print Grid, Yahrzeit Printing, Close

Next click on the Yahrzeit List tab (See next page)

Enter the date range either English, Hebrew or a combination of Both.  
Then click on P. Whose Plaque is to be Marked  
And Click on Refresh Yahrzeit List

**Yahrzeit Lists**

Update Hebrew Year in Global Updates  
Before Creating Yahrzeit Lists

Add Yahrzeit | **Yahrzeit Lists** | Yahrzeit Notifyees

Sort By:  
 English Name  
 Civil Date  
 Hebrew Name  
 Member Number  
 Plaque No  
 7 Yahrzeits Found

English Name	Yitz	Civil DOD	Primary Member	Secondary Member	Yahr. Notice	Plaque No	Plaque Lit	Listed in
Abrahamson, Isaac	Yitz	05/18	Andelman, E	ANDELMANB	Yes	56	Yes	
Abrams, Mary		08/20	Anastas, V	ANASTAS	Yes	1234	Yes	SBR
Altman, Lil		16/20	Glick, Jeffrey	GLICKJEF	Yes	*	Yes	
Altura, Larry	Lev	22/19	Shapiro, Car	SHAPIROC	Yes	1234	Yes	S
Lincoln, Abraham		15/18	Cohen, Harv	COHEN	Yes	1234	Yes	B

**Display Options for Yahrzeit Lists:**

To Be Listed in:  B - Synagogue Bulletin  
 S - Shabbat Service Bulletin  
 R - Book of Remembrance  
 Show Complete List  
 With Notification Letters

By Gender:  All  
 Male  
 Female

Show Yahr. With:  Hebrew Date  
 Civil Date

Date Preference of:  Hebrew Date  
 Civil Date

P - Whose Plaque is to Be Marked

**Display Options for Yahrzeit and Notifyee Lists**

Select All Yahrzeits (Displayed by Hebrew Date)  
 Select Hebrew Yahrzeit Date Range  
 Select Civil DOD Date Range  
 Select Civil DOD Month/Day Range

Hebrew Yahrzeit Date: From  To

Civil DOD: From  To

Month: From  To  Day:

Store Query

Notifyees For Selected Yahrzeit: Leonard Ansin  
 Go  
 Refresh Yahrzeit List  
 Print Grid  
 Yahrzeit Printing  
 Close

In the grid, will list only the Deceased people with Plaques that are designated as to be lit with a plaque number. If you do not know the plaque number, you can enter asterisk (\*) in the Plaque No field. You can directly print the List, by clicking on the Print Grid button.