

Understanding Tags

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Donor Management System

Tags are a highly customizable and flexible way to categorize, segment, and analyze your Contacts in the DMS.

Learn more about [creating Tags](#) and [Tagging your Contacts](#).

Perform Actions on Tagged Contacts

You can tag your Contacts with relevant labels, which will allow you to perform actions on the Tagged Contacts:

1. Perform an [Advanced Search](#) to view all Contacts with a particular Tag
 - [Create a Smart Group](#) of these Contacts so that you can go back to the list at a later date or create a mailing list for [Bulk Emails \(DMS Mail\)](#)
2. Perform an [Advanced Search of Contributions](#) Contacts with a particular Tag in order to view Contributions from your Tagged Contacts
3. [Filter Reports](#) by Contact Tags

Common Tags

- Volunteer
 - Part-Time Volunteer (child tag)
 - Seasonal Volunteer (child tag)
- Board Member
- Staff Member

Learn More

- [Understanding Groups & Smart Groups](#)
- [Groups & Smart Groups vs Tags](#)