

After clicking the gold “Clone” button, the Bulk Clone Summary page is returned detailing what committees were cloned.

The screenshot shows a web application interface. At the top is a navigation menu with buttons for Home, My CLUB, My DATA, Committees, PMail, Calendar, DUES, Reports, Speakers, Club PAGES, ATTND, and Help. Below this is a secondary menu with buttons for ALL Clubs, Submit Attendance, Where CLUBS Meet, Club CALENDAR, Club BULLETINS, and NewMember FORM. The main content area features a red oval around the text "Bulk Clone Summary" with a dashed blue arrow pointing left. Below this is a table with two columns: "Committee Name" and "Comment". The table contains one row with "Club Service" in the first column and "The Committee [Club Service] was CLONED into year [2011-12]" in the second column. A dashed blue arrow points left from the right side of the table row.

Committee Name	Comment
Club Service	The Committee [Club Service] was CLONED into year [2011-12]

Section 2 - Club Committee: Add Club Committee

By clicking on the **Add Club Committee** function link, the **Committee Admin** page is displayed so that new club committee information can be added.



On the **Committee Admin** page, there are three tabs displayed when adding a new committee. (If you are editing an existing committee, you will see four tabs including the **Members and Positions** tab. This tab will be discussed in the **Section 2: Club Committee Edit Link** section. The three tabs discussed in this section are: **Information**, **Options**, and **Security** used to create a new committee.

- ▶ **Information Tab** -The **Information** tab displays the **Committee Info** and **Committee Description**. The **Committee Info** section includes drop-down menus to add/modify data. The **Committee Description** section is a free-form format to describe a particular committee.

The screenshot shows the 'Committee Admin' form for adding a new committee. The form has three tabs: 'Information', 'Options', and 'Security'. The 'Information' tab is active, showing the following fields:

- Committee Info:**
 - *Committee Name: Club Service
 - Committee Type: CLUB Committee
 - Committee Affiliation: zQUEST of District
 - Org Year: 2010-11 (Custom Year)
 - Group-de-Groups: No
 - RoleKey: (empty)
- Committee Description:**
 - A rich text editor with a toolbar (Paragraph, Font Name, Size, Bold, Italic, Underline, etc.) and the text: "This committee helps organize club projects."

Buttons for 'Cancel' and 'Save' are located at the top right of the form.

- ▶ **Options Tab** - The **Options** tab displays two options: **Display Sorting Options** and **Committee Parameters**. The sorting options are available to define how you want the club member names sorted (i.e., User, Member, or Business) and/or how the club should be listed (i.e., by Club Name or User Name). Parameters are listed with drop-down menus to define committee listing format and whether there should be notification sent on a file upload.

Committee Admin
 Add new Committee ID={new} Cancel Save

Information **Options** **Security**

Committee Options

Display Sorting Options:

Member Display Format: User Name (Club Name)
 Member Name (Business Name)
 Business Name (Member Name)

Committee Listing Sort: Club Name
 User Name

Committee Parameters:

NEW Show Description: Yes Show the description field if the description below is blank?

NEW Notify on File Upload: No Notify Committee members when a document is added or updated

NEW Include Deleted Members: No Included "deleted/terminated" members on this committee listing?
 For example, in Zone committee listing, tracking terminated or deceased members may be necessary

NEW Public Website Display: All Members Member detail displayed on public (not logged in) website

- ▶ **Security Tab** - The **Security** tab displays the **View Security** and **Edit Security** drop-down menus; the table includes all database security levels. These options are used to override the system default security levels.

When the committee is added, it will show up under **Section 2: Club Committees**.

Committee	Committee Type	Action
zGUEST of District		
Club Service (2010-11)		View Edit Delete Reports PMail
Membership (2010-11)		View Edit Delete Reports PMail
Service Projects (2010-11)		View Edit Delete Reports PMail

Section 2 - Club Committee: Action Links

For the club committees listed in the lower section of the **Section 2 - Club Committees** on **My CLUB** page, there are five links - [View](#), [Edit](#), [Delete](#), [Reports](#), and [PMail](#). These links function as “shortcuts” that allow you to view/update committee data from the **My CLUB** tab.

Section 2: Club Committee:

Viewing Committees for Org-Year: 2010-11 Club Committee Bulk Clone Add Club Committee

Committee	Committee Type	Action
zGUEST of District		
Club Service (2010-11)		View Edit Delete Reports PMail
Membership (2010-11)		View Edit Delete Reports PMail
Service Projects (2010-11)		View Edit Delete Reports PMail

There are 3 Club Committees found for OrgYear selected.

Section 2 - Club Committee Action: View Committee

The Committee [View](#) link displays the Committees page for a particular committee and consists of four separate sections.

Section 2: Club Committee:

Viewing Committees for Org-Year: 2010-11 Club Committee Bulk Clone Add Club Committee

Committee	Committee Type	Action				
zGUEST of District						
Club Service (2010-11)		View	Edit	Delete	Reports	PMail
Membership (2010-11)		Edit	Delete	Reports	PMail	
Service Projects (2010-11)		Edit	Delete	Reports	PMail	

There are 3 Club Committees found for OrgYear selected.

- ▶ **Committee Chairman** - At the top of the page, the chairman information is listed for that particular committee, along with that club member's information. The chairman's email is a hyperlink so that you can email the chairman from this page.
- ▶ **Section 1: Notes and Comments** - This section is available for optional freeform notes - This data is entered in the Committee Description section on the Committee Admin page.
- ▶ **Section 2: Committee Members and Positions** - This section list the committee members and committee positions.
- ▶ **Section 3: Committee Leadership History** - This section identifies who the Committee Chairman is for the current year and for the previous year.

zGUEST of District - Club Service - 2010-11 [Edit]
Rotary District 7600 Committee

Committee Members

Membership Chair:  **Ezell, Robert E Jr**
Email: bez@cox.net
Office: 757-564-3456 Home: 757-565-1234

Section 1 - Committee Notes & Comments:

Section 2 - Committee Members and Positions:

There are 3 members assigned to the committee.

<input checked="" type="checkbox"/>	Member Name	Sort: Club	Name	Type	Position	Home Phone	Office Phone	Email
<input checked="" type="checkbox"/>	Monroe, Ally E (zGUEST of District)			Active	Member	757-253-9292	757-253-9293	allymonroe@cox.net
<input checked="" type="checkbox"/>	Cooper, Winston C Jr. (Winnie & Mary) (zGUEST of District)			Active	Member	757-869-3939	757-859-2928	Wcooper@yahoo.com
<input checked="" type="checkbox"/>	Ezell, Robert E Jr (Bob & Beth) (zGUEST of District)			Active	Membership Chair	757-565-1234	757-564-3456	bez@cox.net

Section 3 - Committee Leadership History:

Position	2010-11
Membership Chair	Ezell, Robert E Jr

Section 2 - Club Committee: [View Links](#)

At the upper left-hand corner of the page is a [Committee Member](#) link that will take you directly to the lists of committees (**Section 2 - Committee Members and Positions**).

At the top middle section of the page is an [\[Edit\]](#) hyperlink. By clicking on this link, the **Committee Admin** page will be displayed with administrative functions (committee information and description, committee formats, security levels plus members and positions changes).

Within the **Section 2 - Committees and Positions** section, the [Member Name](#) link displays the Microsoft Outlook window to send an email to the committee member; the [Club Name](#) link transfers to the **My CLUB** page. The [View](#) link transfers to the **Member Detail** page. The [Email](#) link will send an email to the committee member.

The committee list also has two sorting options and these fields are the **Club** and **Name** columns.

zGUEST of District - Club Service - 2010-11 [\[Edit\]](#)
Rotary District 7600 Committee

Committee Members

Membership Chair:  **Ezell, Robert E Jr**
Email: bez@cox.net
Office: 757-564-3456 Home: 757-565-1234

Section 1 - Committee Notes & Comments:

Section 2 - Committee Members and Positions:

There are 3 members assigned to the committee. Enter Makeups Files Reports

<input checked="" type="checkbox"/>	Member Name	Sort: Club Name	Type	Position	Home Phone	Office Phone	Email
<input checked="" type="checkbox"/>	Monroe, Ally E <small>(zGUEST of District)</small>	View	Active	Member	757-253-9292	757-253-9293	allymonroe@cox.net
<input checked="" type="checkbox"/>	Cooper, Winston C Jr. (Winnie & Mary) <small>(zGUEST of District)</small>	View	Active	Member	757-869-3939	757-859-2928	Wcooper@yahoo.com
<input checked="" type="checkbox"/>	Ezell, Robert E Jr (Bob & Beth) <small>(zGUEST of District)</small>	View	Active	Membership Chair	757-565-1234	757-564-3456	bez@cox.net

Section 3 - Committee Leadership History:

Position	2010-11
Membership Chair	Ezell, Robert E Jr

Section 2 - Committee Members and Positions: Administrative Functions

Five links in the upper right-hand corner of the **Section 2 - Committee Members and Positions** section define the administrative processes for the current committees.

zGUEST of District - Club Service - 2010-11 [Edit]
 Rotary District 7600 Committee

Committee Members

Membership Chair:  **Ezell, Robert E Jr**
 Email: bez@cox.net
 Office: 757-564-3456 Home: 757-565-1234

Section 1 - Committee Notes & Comments:

Section 2 - Committee Members and Positions:
 There are 4 members assigned to the committee.

[Enter Makeups](#) | [Files](#) | [Reports](#) | [Bulk Email](#) | [PMAIL](#)

<input checked="" type="checkbox"/>	Member Name	Sort: Club ▼ Name	Type	Position	Home Phone	Office Phone	Email
<input checked="" type="checkbox"/>	Ezell, Cyndia Lee (Cindy & Larry) <small>(zGUEST of District)</small>	View	Active	Member	817-536-5850	817-536-1234	cyndialee@yahoo.com
<input checked="" type="checkbox"/>	Monroe, Ally E <small>(zGUEST of District)</small>	View	Active	Member	757-253-9292	757-253-9293	allymonroe@cox.net
<input checked="" type="checkbox"/>	Cooper, Winston C Jr. (Winnie & Mary) <small>(zGUEST of District)</small>	View	Active	Member	757-869-3939	757-859-2928	Wcooper@yahoo.com
<input checked="" type="checkbox"/>	Ezell, Robert E Jr (Bob & Beth) <small>(zGUEST of District)</small>	View	Active	Membership Chair	757-565-1234	757-564-3456	bez@cox.net

Section 3 - Committee Leadership History:

Position	2010-11
Membership Chair	Ezell, Robert E Jr

- ▶ **Enter Makeups** - By clicking on this link, the **Entered Banked Makeup** page is displayed.

Section 2 - Committee Members and Positions:
 There are 4 members assigned to the committee.

[Enter Makeups](#) | [Files](#) | [Reports](#) | [Bulk Email](#) | [PMAIL](#)

<input checked="" type="checkbox"/>	Member Name	Sort: Club ▼ Name	Type	Position	Home Phone	Office Phone	Email
<input checked="" type="checkbox"/>	Ezell, Cyndia Lee (Cindy & Larry) <small>(zGUEST of District)</small>	View	Active	Member	817-536-5850	817-536-1234	cyndialee@yahoo.com

Note: in order for a committee member to be included in the banked makeup process, ensure that all applicable names are clicked “on” at the right of the committee member’s name on the committee membership page. The time spent in the meeting can be considered a regular Rotary meeting. The committee members can “bank” this time to make-up for any missed meetings. The input fields are “Calendar Date” and an optional “Other Members Present:” field for listing any other Rotary members attending the meeting/venue. The “Makeup Venue” can be a committee meeting, an event (such as a Rotary Club outing), or Rotary related project and can be changed to reflect this. To generate the banked makeup transaction, please click the **Submit** button at the bottom of the page.

Enter Banked Makeup



To enter a makeup, please complete and submit the following form below.
 This entry will be added to the makeup bank in an **Approved** state for the selected member(s).

* Select Member: Ezell, Cyndia Lee; Monroe, Ally E; Cooper, Winston C Jr.; Ezell, Robert E Jr
 4 user(s):

* Date of Makeup: 02/02/2011 MakeUp Date - is Required

* Makeup Venue: Club Service
Club,Committee Meeting, Event or Project were makeup was made

Other Members present: Ezell, Cyndia Lee; Monroe, Ally E; Cooper, Winston C Jr.; Ezell, Robert E Jr
 - or - comments (optional)



Enter Banked Makeup

Makeup(s) Entered For:

Member(s):	Ezell, Cyndia Lee; Monroe, Ally E; Cooper, Winston C Jr.; Ezell, Robert E Jr
Date of Makeup:	Wednesday, February 02, 2011
Makeup Venue:	Club Service
Other Members Present:	Ezell, Cyndia Lee; Monroe, Ally E; Cooper, Winston C Jr.; Ezell, Robert E Jr

[Click here](#) to Enter ADDITIONAL Makeups

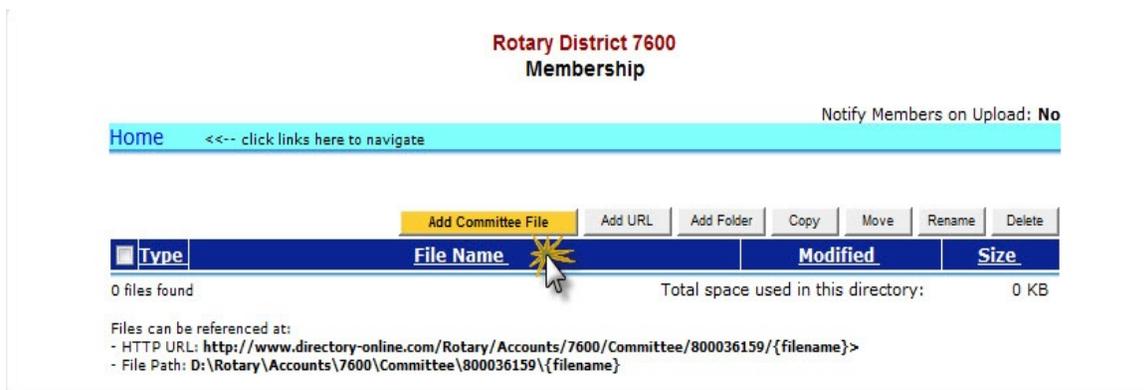
- **Files** - By clicking on **Files** button, an upload page is displayed and files related to that particular committee can be uploaded to the database.

Section 2 - Committee Members and Positions:

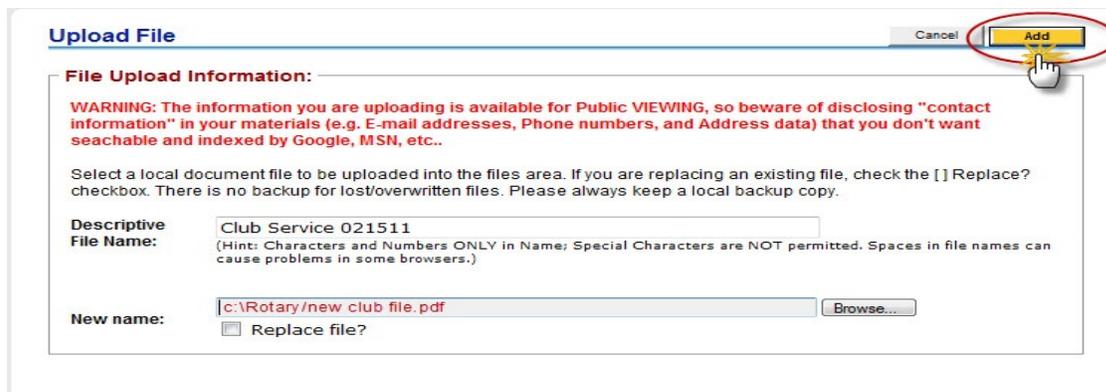
There are 4 members assigned to the committee.

<input checked="" type="checkbox"/>	Member Name	Sort: <u>Club</u> <u>Name</u>	Type	Position	Home Phone	Office Phone	Email
<input checked="" type="checkbox"/>	Ezell, Cyndia Lee (Cindy & Larry) <small>(zGUEST of District)</small>	View	Active	Member	817-536-5850	817-536-1234	cyndialee@yahoo.com

The **Files** page includes file manipulation processes: **Add URL, Add folder, Copy, Move, Rename, and Delete.** The gold **Add Committee File** button will transfer to the **Upload File** page.



Below is the **Upload File** page. The data input fields are **Descriptive File Name** and **New Name** where the new file is added to be uploaded. There is a **“Browse”** button to assist in finding the file on your computer. By clicking the gold **Add** button, the file is adding to the database committee files.



Reports - By clicking on the **Reports** link, the **Committee Reports** tab is displayed. This tab is the same as the **Committees** tab found on the database Home Page.

- **Section 1 - Committee Notes & Comments:** _____

- **Section 2 - Committee Members and Positions:** _____

There are 4 members assigned to the committee.

Enter Makeups Files **Reports** Bulk Email PMAIL

<input checked="" type="checkbox"/>	Member Name	Sort: Club ▼ Name	Type	Position	Home Phone	Office Phone	Email
<input checked="" type="checkbox"/>	Ezell, Cyndia Lee (Cindy & Larry)		Active	Member	817-536-5850	817-536-1234	cyndialee@yahoo.com

Reports can be selected by the **Run Report** icon found to the right of the report listing or by clicking on the **Committee Report** link. A **Search** option, found on the left-hand side of the page, allows you to search for specific reports.

Search: _____

Contract All | Expand All

Recent Reports: Clear

- Membership DIRECTORY (Committee)
- Participation Data (District)
- Membership DIRECTORY (Club)

My Favorites: Clear

Club **Committee** Event Other

Committee Reports

Select a report from the list below. Click report name or Run Report ICON ★ = Add Report to Favorites

Membership Directory

- 1.1 **Membership DIRECTORY** ★
- Member directory listing.
- 1.2 **Membership Directory (NEW)** ★
- A - h - i - j - k - l - m - n - o - p - q - r - s - t - u - v - w - x - y - z

Member

- 15.3 **Committee Member by Position** ★
- 15.4 **Members on Committees** ★
- 15.5 **All Members with Committee** ★
- 15.9 **Participation Roster (Make YOUR Own Report)** ★

Photo Album

All reports use XSL Style Sheets

When the report icon is clicked, the **Report Setup** page displays and provides several options to format reports. The reports can be viewed on the screen or exported to an EXCEL spreadsheet or WORD documents.

Report Setup
Membership DIRECTORY



Committee Member Report Parameters

OrgYear: 2010-11
 Committee: Club Service (2010-11)
 Member Type: Active Active-R85 Honorary Alumni Alumni-Verified
 Guest Guest-Rotarian Friends of Rotary Proposed Active-LOA
 Staff Position
 Sort By: Member Name Club Name

To Select a Report template: click on one of the radio buttons below to choose the output format.
 To Run the report: use the icons at the top right of this frame.

Report / Description

1-Up per page - Portrait
 1 member per page directory listing. The page dimensions are 8 1/2 x 11 (a normal paper size). The report is designed to run to Word. In Word, margins are .5 and it is using gutters.

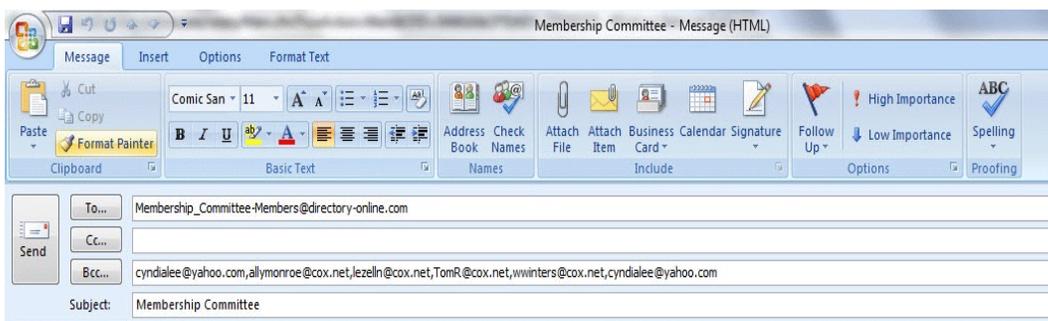
- ▶ **Bulk Email** - By clicking on Bulk Email button, a link will open Microsoft Outlook.

Section 2 - Committee Members and Positions:

There are 4 members assigned to the committee.

		Enter Makeups	Files	Reports	Bulk Email	PMail		
<input checked="" type="checkbox"/>	Member Name	Sort: Club	Name	Type	Position	Home Phone	Office Phone	Email
<input checked="" type="checkbox"/>	Ezell, Cyndia Lee (Cindy & Larry) (zGUEST of District)		View	Active	Member	817-536-5850	817-536-1234	cyndialee@yahoo.com
<input type="checkbox"/>	Monroe, Ally E		View	Active	Member	757-352-9292	757-352-9292	allymonroe@cox.net

The email format will include those committee member email addresses. On the committee page, there is a default click box that will include all the committee members' emails on the bulk email. If only certain committee members need to be included, the default click box needs to be cleared and click on the committee members to select for the bulk email.



- ▶ **PMail Tab** - By clicking on this link, you can send a “personalized email” to your committee members.

Section 2 - Committee Members and Positions:

There are 4 members assigned to the committee.

Enter Makeups Files Reports Bulk Email **PMail**

<input checked="" type="checkbox"/>	Member Name	Sort: Club ▼ Name	Type	Position	Home Phone	Office Phone	Email
<input checked="" type="checkbox"/>	Ezell, Cyndia Lee (Cindy & Larry) (zGUEST of District)	View	Active	Member	817-536-5850	817-536-1234	cyndialee@yahoo.com
<input checked="" type="checkbox"/>	Monroe, Ally E	View	Active	Member	757-253-9292	757-253-9293	allvmnrrne@rnrx.net

Use the templates that are categorized by: **System, District, Club, Personal**. See the **PMail** tab on the database Home Page for detailed instructions on how to create a PMail.

Personalized EMail (PMail)

NOTICE: Long PMAIL messages should be composed in your E-mail program (Outlook or Eudora), since this SESSION EXPIRES in 45 minutes. And you can "spell check" your work *before* you Copy & Paste your message into the Message box below.

[Send PMail](#)

EZLink Templates Compose PMail Groups Tracking

EZLink Template Select

To **Select** an EZ Link template, click on a radio button below. To **Preview** the template, click on the template name. To create a new template, click [Save PMail] in the Compose Tab - select the appropriate folder to save the template under. Your last PMail will be automatically saved in your **Personal** folder under the name **\$My Last PMail**.

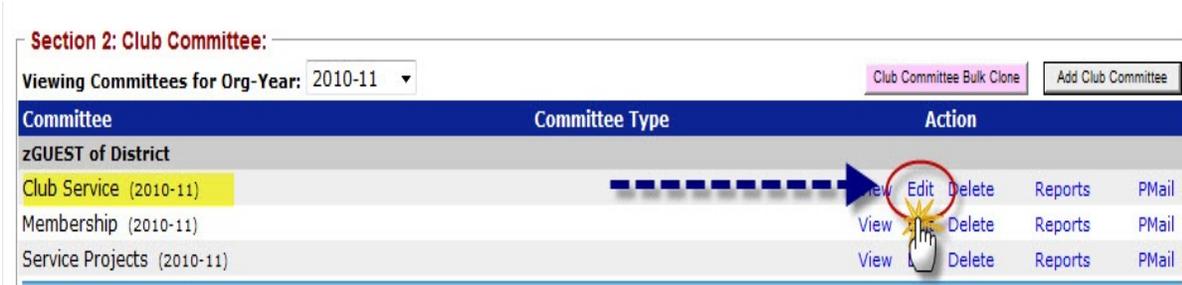
System **District** Club Personal

6 District template file(s) found

District Templates	Modified	Size	Action
<input checked="" type="radio"/> 01- Registration Payment Follow-up	11/08/10 10:02 AM	2 KB	View
<input type="radio"/> 03- Dear Club President - Membership	01/12/11 06:46 PM	2 KB	View

Section 2 - Club Committee Action: Edit Committee

The [Edit](#) link will transfer you to the **Committee Admin** page. Under the [Edit](#) function, an additional function tab not available on the [View](#) link, **Members and Positions** tab, is displayed on the **Committee Admin** page. The **Information**, **Options**, and **Security** tabs are discussed in the previous [View](#) Link section.



Members and Positions Tab - The **Members and Positions** tab displays the Committee listing that details the Committee member and Committee member’s position on that committee.



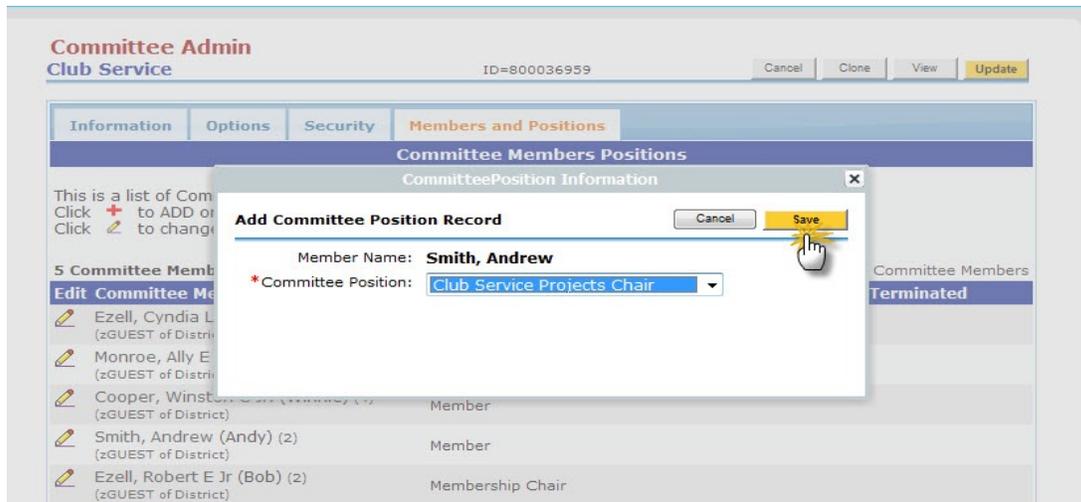
In the upper right-hand corner of the committee listing is a “+ Add/Delete Committee Members” link. By clicking on this link, the **Manage Committee Members** page displays with two columns - one with all the club members on the left side and current committee members on the right side. Using the right and left arrows in the middle of the page you can move the members back and forth between the columns by clicking on the name and the appropriate arrow. Moving from left to right adds a member to the committee. Moving from right to left, deletes a member from the committee. Additionally, there is a “Find” function and a “Display By:” function at the top left-hand corner of the page that can be used to filter or refine the process.



The **Committee Members and Positions** tab also has the **Edit** function (pencil icon) that is to the left of the committee member's name.



By clicking on the pencil icon, a pop-up page gives you the option, in a drop-down menu, to change the club position via a table of all club positions descriptions. Click **“Save”** to update the database and refresh the page with update data.



Section 2 - Committee: Edit Administrative Functions

The Committee Admin page contains four functions to add/modify the committee information under the [Edit](#) link.

Cancel - Use the Cancel button to undo any modifications made on the Committee Admin page. By clicking on this button, the page will transfer from the Committee Admin page to the Committee Tab on the database Home Page. The Committees are displayed.



The screenshot shows the 'Committee Admin' interface for a committee named 'Membership' with ID=800036159. The 'Members and Positions' tab is selected, and a mouse cursor is clicking the 'Cancel' button. The 'Committee Info' section shows the committee name as 'Membership' and the organization year as '2010-11'.

Clone - Use the **Clone** button when you want to clone a committee for the next year, either with or without the current club members.



The screenshot shows the 'Committee Admin' interface for a committee named 'Membership' with ID=800036159. The 'Members and Positions' tab is selected, and a mouse cursor is clicking the 'Clone' button. Below the tab, there is a section titled 'Committee Members Positions' with instructions: 'This is a list of Committee members and their Committee Position on this Committee. Click + to ADD or DELETE members to this committee. Click ↺ to change the position of a member on the committee.'

There is also a checkbox option to exclude the current members in the cloned committee for the next year. The Org-Year drop-down menu has a table of 30+ years to choose from. Once the new committee is cloned for the upcoming year, it cannot be created again. An error message will display: **“Problem! A committee with the same Committee Name already exists in year (20nn-nn). You cannot clone this committee again”**. Click on the **Clone** button to activate these changes. This is the same page that is displayed for the **Bulk Clone Club Committee**.

Clone Committee

Cancel Clone

Clone Committee: **2010-11-Membership**
To OrgYear: 2011-12 ▾
Options: ONLY Clone the Committee, without any Members

View - Use the **View** button when you want to view a particular committee's data.

Committee Admin Membership

ID=800036159 Cancel Clone View Update

Information Options Security **Members and Positions**

Committee Members Positions

This is a list of Committee members and their Committee Position on this Committee.
Click + to ADD or DELETE members to this committee.
Click ✎ to change the **position** of a member on the committee.

Update - Use the **Update** button to save modifications made to the **Committee Admin** pages. By clicking **Update** button, the page refreshes with the updated committee data.

Committee Admin Membership

ID=800036159 Cancel Clone View Update

Information Options Security **Members and Positions**

Committee Members Positions

This is a list of Committee members and their Committee Position on this Committee.
Click + to ADD or DELETE members to this committee.
Click ✎ to change the **position** of a member on the committee.

5 Committee Members found. + Add/Delete Committee Members

Edit	Committee Members	Committee Position	Terminated
	Neilson, Linda E (7) <small>(GUEST of District)</small>	Member	

Section 2 - Club Committee Action: Delete Committee

The [Delete](#) link displays the Committee Admin page. This function can delete a committee within any of the function tabs - **Information**, **Options**, **Security**, and **Members and Positions** - on this page.



Section 2: Club Committee: Viewing Committees for Org-Year: 2010-11

Committee	Committee Type	Action
zGUEST of District		
Club Service (2010-11)		View Edit Delete Reports PMail
Membership (2010-11)		View Edit Delete Reports PMail
Service Projects (2010-11)		View Edit Delete Reports PMail

There are 3 Club Committees found for OrgYear selected.

By clicking on the Delete button, a pop-up window is displayed with the following warning message: **“Please confirm - this will PERMANENTLY delete the selected records”**. By clicking the **“OK”** button, the data will be deleted and the page will transfer to the **Committees** tab on the Home Page.



Committee Admin
Delete: **Membership** ID=800036159

Cancel Delete

Information Options Security **Members and Positions**

Committee Members Positions

This is a list of Committee members and their Committee Position on this Committee.
Click + to ADD or DELETE members to this committee.
Click ↷ to change the **position** of a member on the committee.

Section 2 - Club Committee Action: Committee Reports

The [Reports](#) link is the same as [Member Listing](#) that is found at the top of the **My CLUB** page. Additionally, the **Reports** tab can be found on the database Home Page. See [Reports Tab](#) for reporting functions also.

Reports - By clicking on the **Reports** link, the **Committee Reports** tab is displayed. This tab is the same as the **Committees** tab found on the database Home Page.

Section 2: Club Committee:

Viewing Committees for Org-Year: 2010-11 Club Committee Bulk Clone Add Club Committee

Committee	Committee Type	Action
zGUEST of District		
Club Service (2010-11)		View Edit Delete Reports PMail
Membership (2010-11)		View Edit Delete Reports PMail
Service Projects (2010-11)		View Edit Delete Reports PMail

There are 3 Club Committees found for OrgYear selected.

Reports can be selected by the **Run Report** icon found to the right of the report listing or by clicking on the **Committee Report** link. A **Search** option, found on the left-hand side of the page, allows you to search for specific reports.

Search: Contract All | Expand All

- Recent Reports: Clear
- Membership DIRECTORY (Committee)
- Participation Data (District)
- Membership DIRECTORY (Club)
- My Favorites: Clear

Club **Committee** Event Other

Committee Reports

Select a report from the list below. Click report name or Run Report  ICON ★ = Add Report to Favorites

Membership Directory

- 1.1 **Membership DIRECTORY** ★ 
- 1.2 **Membership Directory (NEW)** ★ 

Member

- 15.3 **Committee Member by Position** ★ 
- 15.4 **Members on Committees** ★ 
- 15.5 **All Members with Committee** ★ 
- 15.9 **Participation Roster (Make YOUR Own Report)** ★ 

All reports use XSL Style Sheets