

Service Activities - Create, Report, Copy A Meeting Activity



This guide is essential for anyone looking to efficiently manage activities within the Lion Portal. It provides step-by-step instructions on creating, reporting, and copying service activities, specifically focusing on meetings, which now have their own reporting metrics. By following this guide, users can streamline their process, ensuring accurate data entry and effective tracking of volunteer efforts. Additionally, the tips included enhance usability, making it easier to navigate and manage activities effectively.

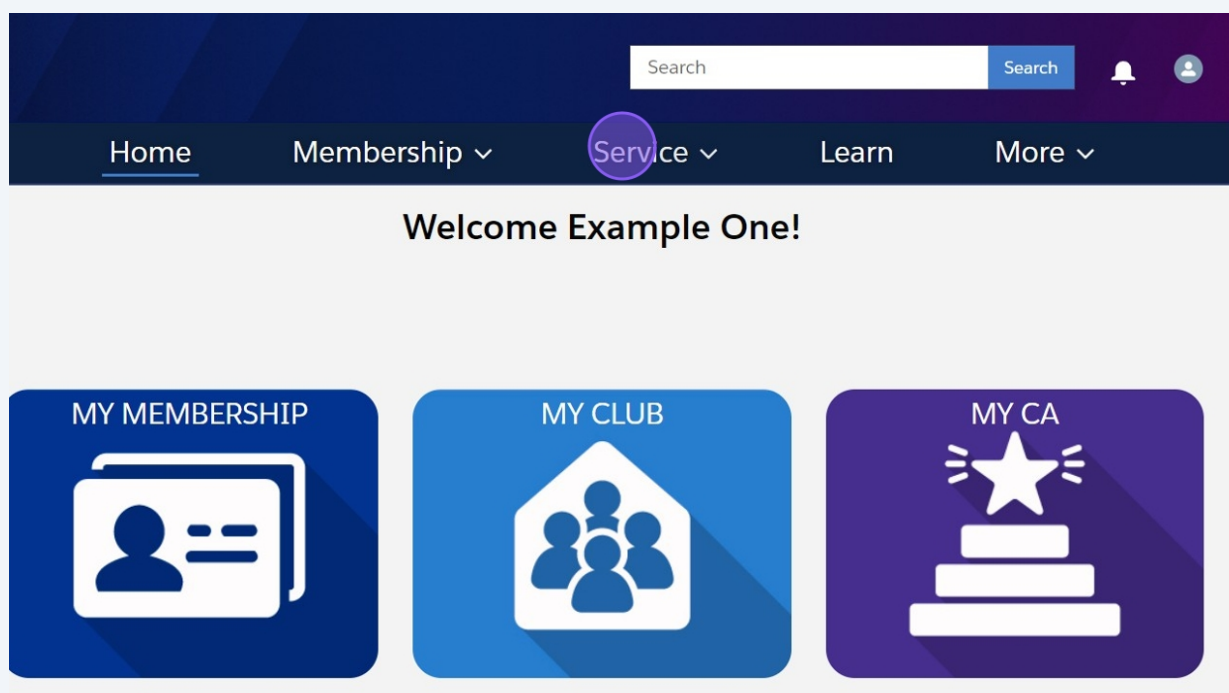


Tip! Meeting activities now have their own classification for reporting. Metrics for these type of activities are grouped under "Meetings".

This Quick Guide covers creating, reporting, copying and then reporting the new activity for the Meeting Activity type.

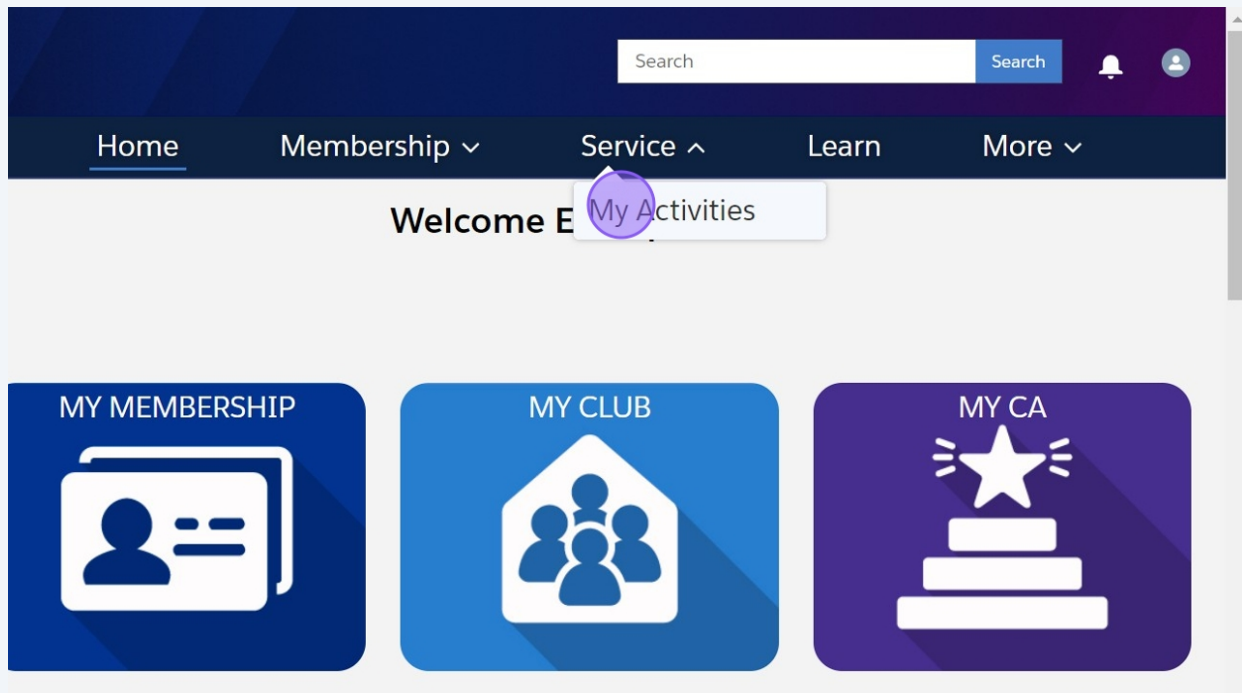
1 Sign in to the Lion Portal. lionportal.org

2 Click "Service"



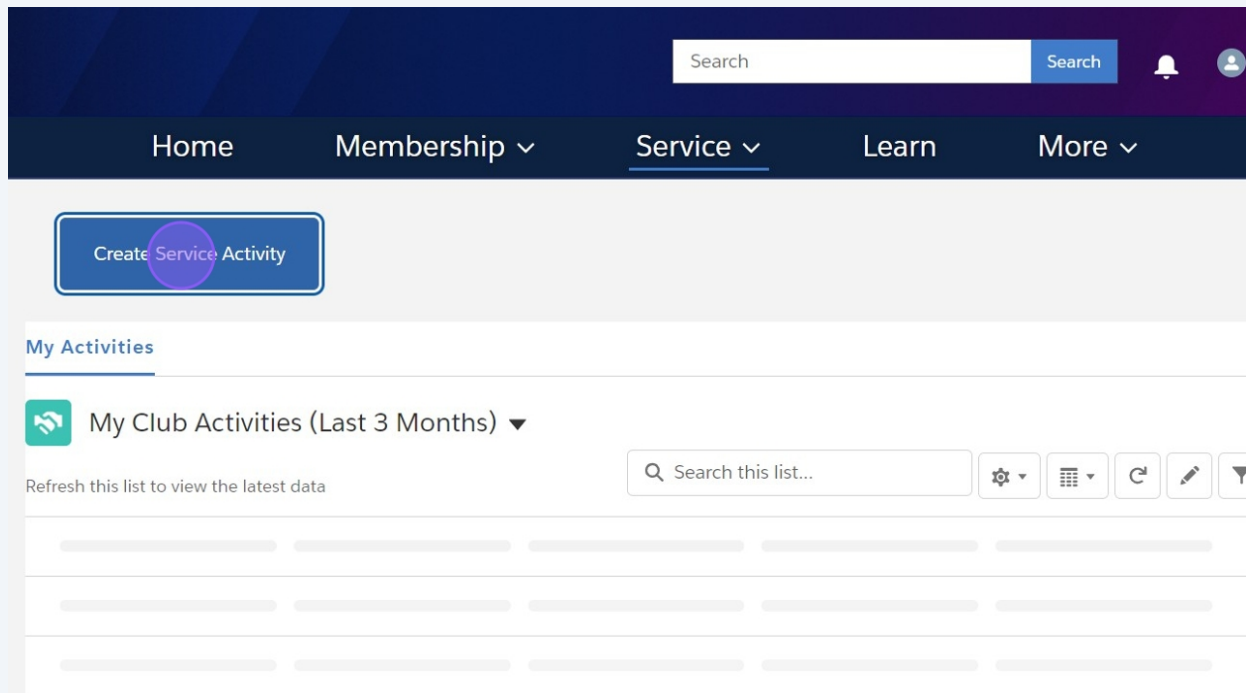
3

Click "My Activities"



Create a Service Activity

4 Click "Create Service Activity"



Tip! Options are shown to navigate to addition Leo, Lion, or districts you may also have permissions to manage their Service Activities.

5

To create a Service Activity for your club, click the radio button next to your club name.

Create Service Activity

My Activities

My Club Activities (L)

Refresh this list to view the latest data

Search for a Leo Club, Lions Club, or District in your hierarchy based on the position you hold or select from your specific area.

☐ Search for Leo Club, Lions Club, or District

☒ Select from my specific area

1 of 1 item • 0 items selected

Search this list...

<input type="checkbox"/>	Name	Type
<input type="checkbox"/>	Example Club For Training	Lions Club

Next

6

Click "Next"

Create Service Activity

Activities

My Club Activities (L)

sh this list to view the latest data

Search for a Leo Club, Lions Club, or District in your hierarchy based on the position you hold or select from your specific area.

☐ Search for Leo Club, Lions Club, or District

☒ Select from my specific area


1 of 1 item • 1 item selected

Search this list...

<input checked="" type="checkbox"/>	Name	Type
<input checked="" type="checkbox"/>	Example Club For Training	Lions Club

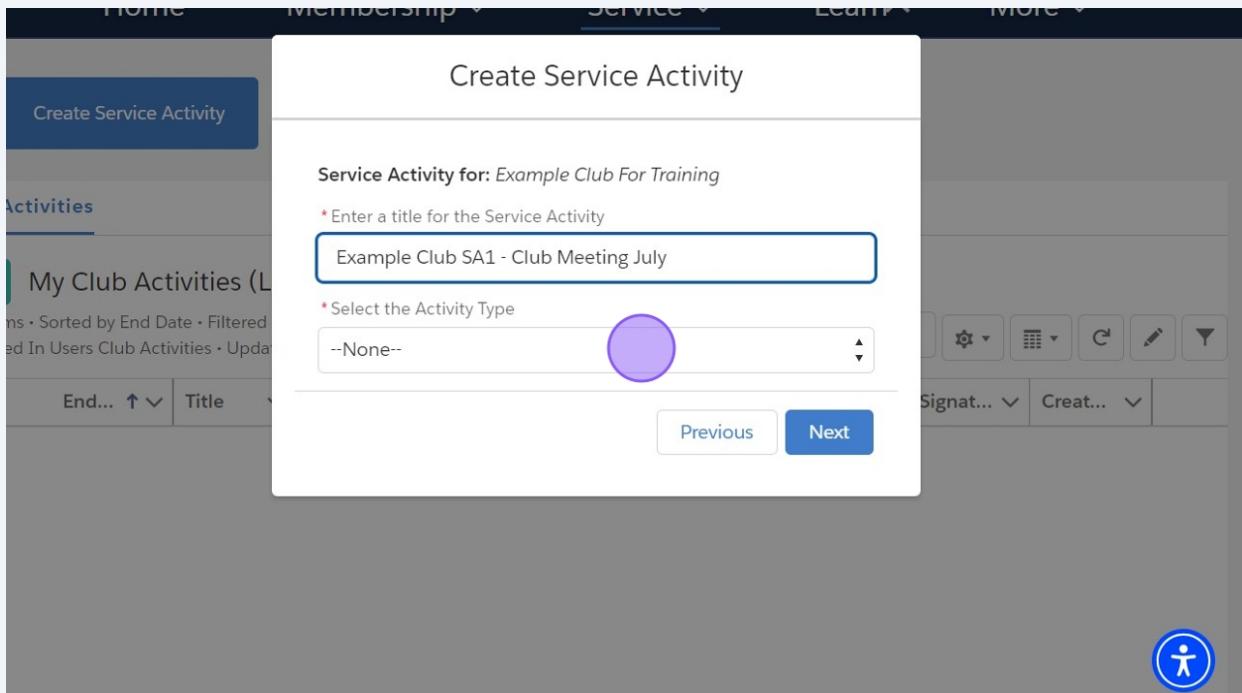
Next

7 Enter a Title for the Service Activity

 **Tip!** Each type of Service Activity has different required data fields. The Service Activity types are:

- Service Project
- Fundraiser
- Donation
- Meeting

8 Click this dropdown. Select the type of Service Activity



Create Service Activity

Service Activity for: *Example Club For Training*

* Enter a title for the Service Activity

Example Club SA1 - Club Meeting July

* Select the Activity Type

--None--

Previous Next

- 9 This example is a Meeting type Service Activity, click "Next"

The screenshot shows a 'Create Service Activity' modal form. The title is 'Create Service Activity'. Below the title, it says 'Service Activity for: Example Club For Training'. There are two required fields: 'Enter a title for the Service Activity' with the text 'Example Club SA1 - Club Meeting July' and 'Select the Activity Type' with a dropdown menu showing 'Meeting'. At the bottom right of the modal are 'Previous' and 'Next' buttons. The 'Next' button is highlighted with a purple circle. In the background, a table titled 'My Club Activities' is partially visible, showing columns for 'End...' and 'Title'. A blue user icon is in the bottom right corner of the background page.

- 10 A new Service Activity is created. To begin editing the activity click on a pencil icon or the "edit" button in the upper right.

The screenshot shows the 'Service Activity' details page. At the top, there is a header with a green icon, the text 'Service Activity SA-05292416', and buttons for 'Edit', 'Copy', and 'Delete'. Below the header, there is a table with three columns: 'Title', 'Sponsor', and 'Status'. The 'Title' column contains 'Example Club SA1 - Club Meeting July'. The 'Sponsor' column contains 'Example Club For Training' with a blue link. The 'Status' column contains 'Draft'. Below the table, there is a section titled 'Details' with a sub-section 'Information'. The 'Information' section contains several fields: 'Record Type' (Meeting), 'Report Complete' (checkbox), 'Title' (Example Club SA1 - Club Meeting July), 'Sponsor' (Example Club For Training), 'Cause' (Administration), and 'Activity Level' (Project Type). Each field has a pencil icon for editing. To the right of the 'Information' section is an 'Image Gallery' section with a button 'Imag...' and a button 'Uploa...'. Below the 'Image Gallery' section is a message: 'Use the Upload Images tab to begin uploading images.' A large purple circle is overlaid on the 'Image Gallery' section. A blue user icon is in the bottom right corner of the page.

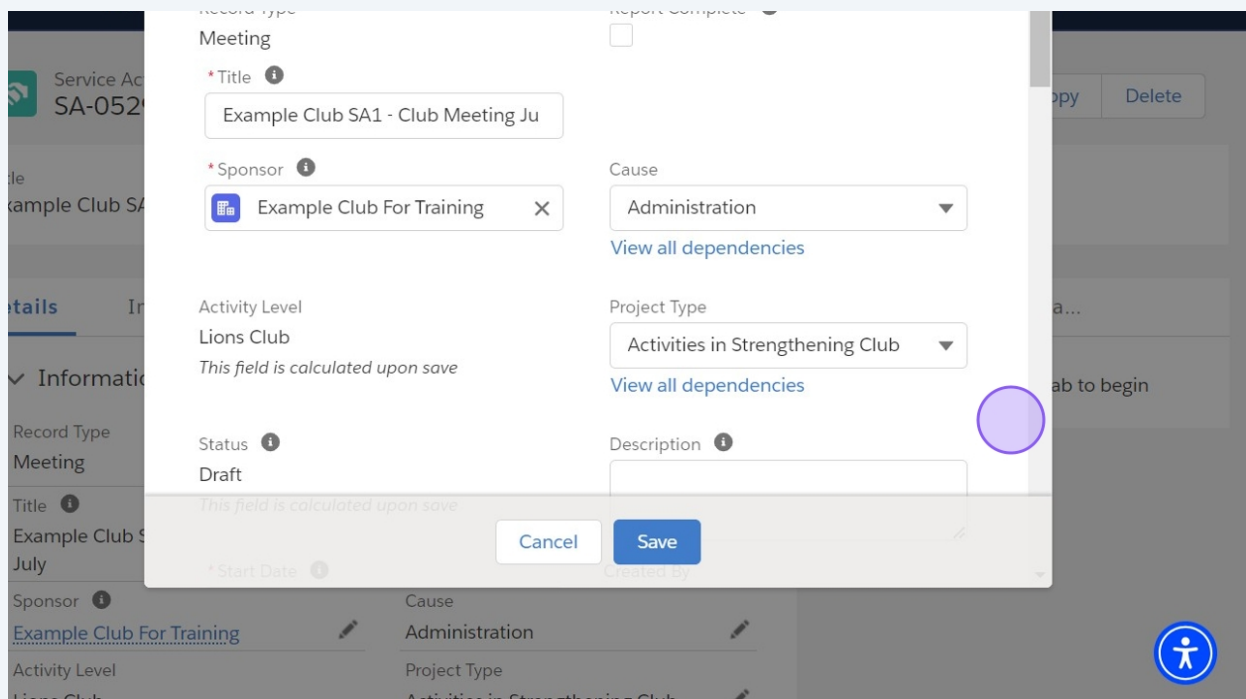
11 If you click "Edit" a new pop up will open

The screenshot shows the top navigation bar with 'Home', 'Membership', 'Service', 'Learn', and 'More'. Below the navigation bar, the 'Service Activity' SA-05292416 is displayed. The 'Edit' button is highlighted with a purple circle. The page shows the title 'Example Club SA1 - Club Meeting July', the sponsor 'Example Club For Training', and the status 'Draft'. Below this, there are tabs for 'Details' and 'Image Gallery'. The 'Details' tab is active, showing the 'Information' section with fields for 'Record Type' (Meeting), 'Report Complete' (checkbox), 'Title' (Example Club SA1 - Club Meeting), and 'Sponsor' (Example Club For Training).

12 To enter/update data click into the fields or use the "tab" key

The screenshot shows the 'Edit SA-05292416' pop-up form. The form has a title bar 'Edit SA-05292416' and a legend '* = Required Information'. The 'Information' section contains the following fields: 'Record Type' (Meeting), 'Report Complete' (checkbox), '* Title' (Example Club SA1 - Club Meeting July), '* Sponsor' (Example Club For Training), 'Cause' (Administration), 'Activity Level' (Lions Club), and 'Project Type' (Activities in Strengthening Club). A tooltip points to the 'Title' field with the text 'This field cannot be changed after the event is created.' The 'Save' button is highlighted with a purple circle. The 'Cancel' button is also visible.

13 You can scroll through the form

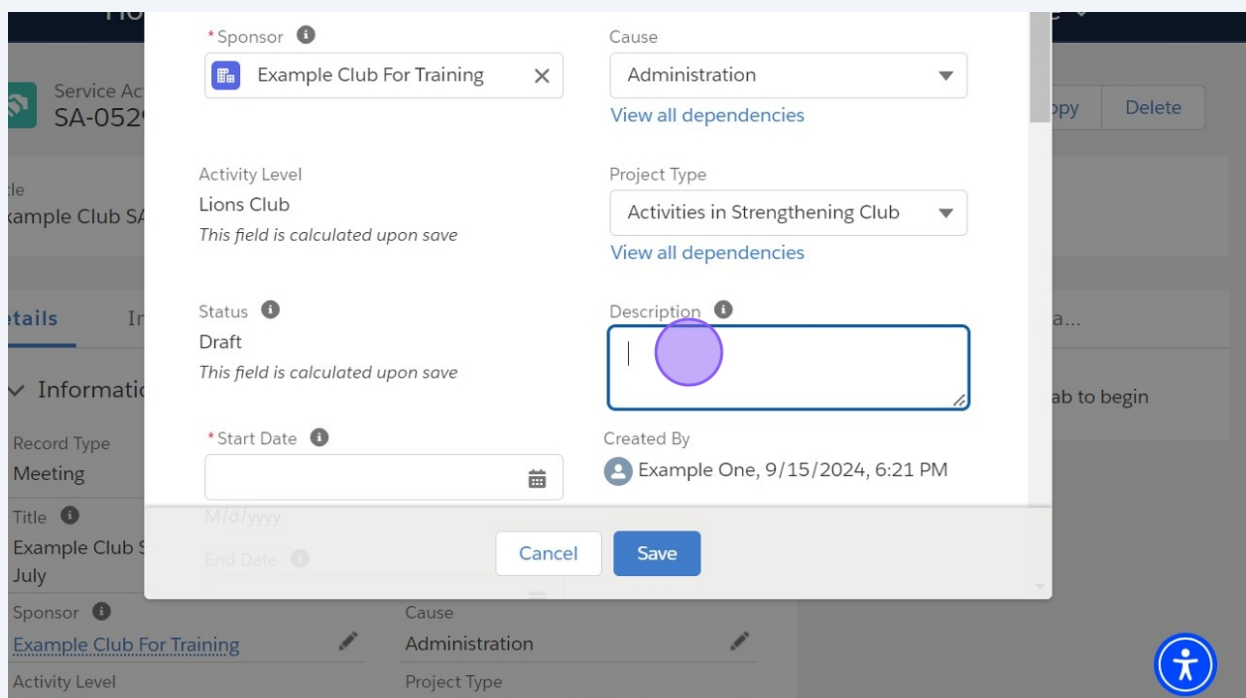


A screenshot of a mobile application form for a 'Meeting' record. The form is partially visible, with a scroll bar on the right side. A purple circle highlights the scroll bar, indicating that the user can scroll through the form. The form fields include:

- Record Type: Meeting
- * Title: Example Club SA1 - Club Meeting Ju
- * Sponsor: Example Club For Training
- Cause: Administration
- Activity Level: Lions Club (This field is calculated upon save)
- Project Type: Activities in Strengthening Club
- Status: Draft (This field is calculated upon save)
- Description: (Empty field)
- * Start Date: (Empty field)

Buttons for 'Cancel' and 'Save' are visible at the bottom of the form. A 'View all dependencies' link is also present.

14 Service Activities require a description Click the "Description" field to enter data.



A screenshot of the same mobile application form, but with the 'Description' field highlighted by a purple circle. This indicates that the user should click on this field to enter data. The form fields include:

- * Sponsor: Example Club For Training
- Cause: Administration
- Activity Level: Lions Club (This field is calculated upon save)
- Project Type: Activities in Strengthening Club
- Status: Draft (This field is calculated upon save)
- Description: (Empty field, highlighted by a purple circle)
- * Start Date: (Empty field)
- Created By: Example One, 9/15/2024, 6:21 PM

Buttons for 'Cancel' and 'Save' are visible at the bottom of the form. A 'View all dependencies' link is also present.

- 15 Click the "*Start Date" field. Type in the date using the MM/DD/YYYY format

The screenshot shows a form with the following fields and values:

- Activity Level:** Lions Club (Note: This field is calculated upon save)
- Status:** Draft (Note: This field is calculated upon save)
- Project Type:** Activities in Strengthening Club (Dropdown menu)
- Description:** Records the description of the activity (Text area)
- Created By:** Example One, 9/15/2024, 6:21 PM
- * Start Date:** (Empty field, highlighted with a red circle)
- End Date:** (Empty field)

Buttons at the bottom: Cancel, Save.

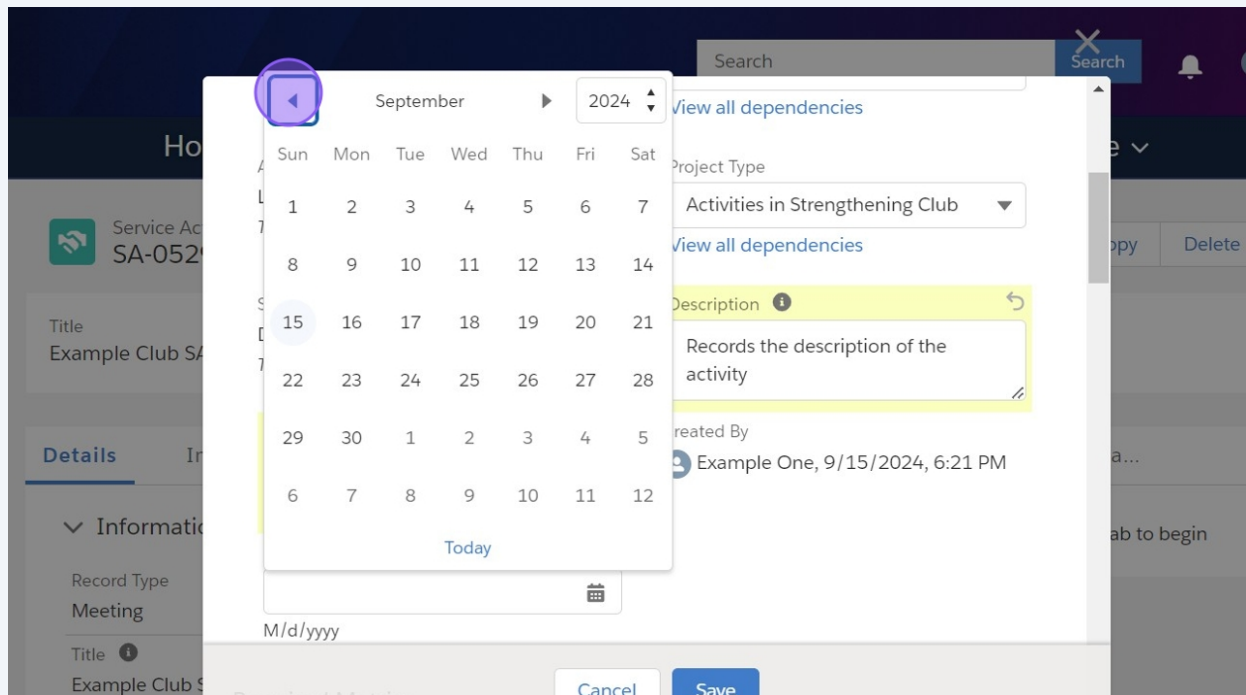
- 16 Click the "End Date" field.

The screenshot shows the same form as above, but with the following changes:

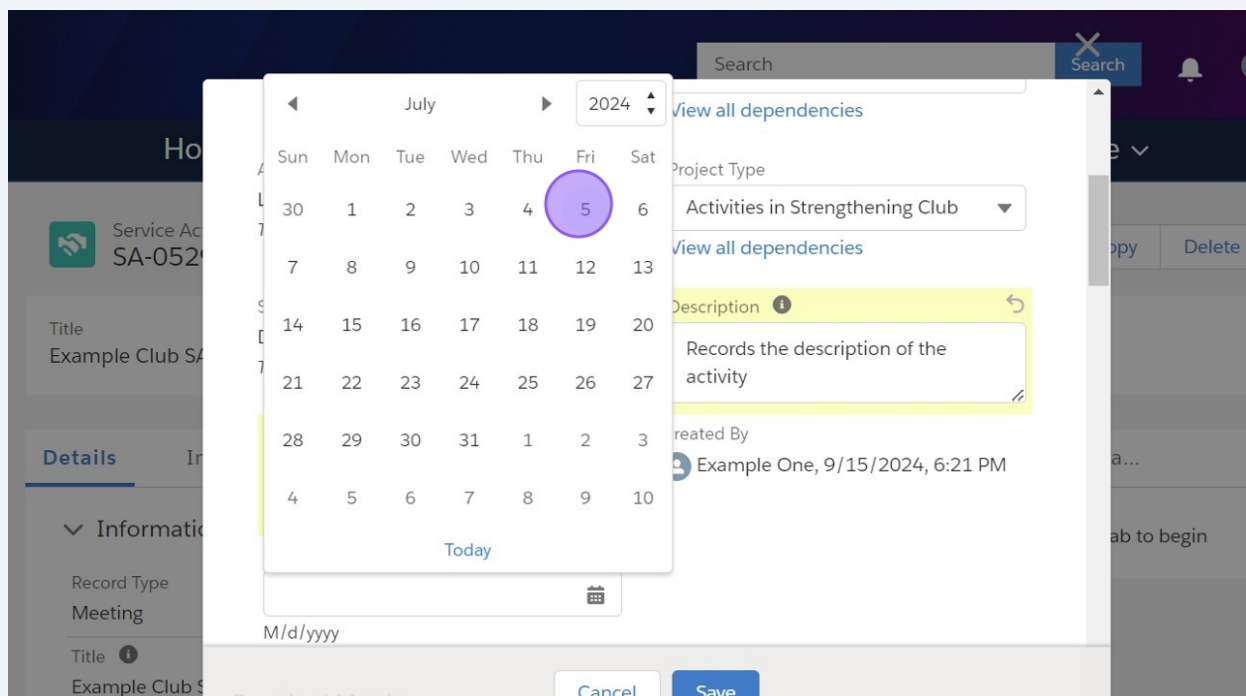
- * Start Date:** 7/5/2024 (Field is now highlighted with a yellow background)
- End Date:** (Empty field, highlighted with a red circle)

Buttons at the bottom: Cancel, Save.

17 Click the calendar icon to select a date from a calendar



18 click on the date



- 19 Click the "Total Volunteers" field to enter the data

The screenshot shows a form with a 'Required Metrics' section. The 'Total Volunteers' field is highlighted with a purple circle. The 'End Date' field is set to 7/5/2024. The 'Optional Metrics' section is visible below the 'Required Metrics' section.

End Date *i* 7/5/2024

M/d/yyyy

Required Metrics

Total Volunteers *i*

Non-Lions Participated *i*

Non-Lion Family Members Participated *i*

Total Volunteer Hours *i*

Optional Metrics

Cancel Save

- 20 Click the "Total Volunteer Hours" field to enter the hours. This is a **required** data field

The screenshot shows a form with a 'Required Metrics' section. The 'Total Volunteer Hours' field is highlighted with a purple circle. The 'Total Volunteers' field is set to 30. The 'Optional Metrics' section is visible below the 'Required Metrics' section.

Required Metrics

Total Volunteers *i* 30

Non-Lions Participated *i*

Non-Lion Family Members Participated *i*

Total Volunteer Hours *i*

Optional Metrics

People Served *i*

Currency USD - U.S. Dollar

Cancel Save



Tip!

Total Funds Donated is required for a "Donation" Service Activity type
Total Funds Raised is required for a "Fundraiser" Service Activity type

Funds can be entered in local currency by selecting "Currency" and changing the currency type.

21

Scrolling further, more metrics are displayed.

The screenshot displays a mobile application interface for a service activity. A modal form is open, allowing users to input financial data. The form includes a 'Currency' dropdown menu set to 'USD - U.S. Dollar'. Below this, there are four input fields for funding metrics, each with an information icon: 'Total Funds Raised', 'Total Funds Raised (USD)', 'Total Funds Donated', and 'Total Funds Donated (USD)'. The 'Total Funds Raised (USD)' and 'Total Funds Donated (USD)' fields are pre-filled with '0.00'. There is also an 'Organization Benefited' text field and a 'Donation to LCIF' checkbox. At the bottom of the modal are 'Cancel' and 'Save' buttons. A purple circle highlights the bottom right corner of the modal. The background shows a list of service activities, including 'Example Club For Training' and 'Administration', with a 'Copy' and 'Delete' button visible at the top right.

Field	Value
Currency	USD - U.S. Dollar
Total Funds Raised	
Total Funds Raised (USD)	0.00
Total Funds Donated	
Total Funds Donated (USD)	0.00
Organization Benefited	
Donation to LCIF	<input type="checkbox"/>

22 Continue to Scroll

Additional Details

Signature Activity *i*
☐

Funded by an LCIF Grant *i*
☐

Venue *i*

Start Time *i*

End Time *i*

Venue Time Zone *i*
--None--

Cancel Save

23 Continue to scroll to enter more optional detail about the activity

Signature Activity *i*
☐

Funded by an LCIF Grant *i*
☐

Venue *i*

Start Time *i*

End Time *i*

Venue Time Zone *i*
--None--

Venue Location *i*
Venue Location (Country/Territory)
Venue Name

Cancel Save

24 Click here.

The screenshot shows a data entry form with a modal window open. The modal window contains the following fields:

- Signature Activity
- Funded by an LCIF Grant
- Venue
- Start Time
- End Time
- Venue Time Zone
- Venue Location
- Venue Location (Country/Territory)

At the bottom of the modal window are "Cancel" and "Save" buttons. A purple circle highlights the "Save" button. The background form shows fields for "Record Type" (Meeting), "Title" (Example Club S...), "Sponsor" (Example Club For Training), "Cause" (Administration), "Project Type" (Activities in Strengthening Club), and "Activity Level" (Lions Club).

25 Click "Save" to save your data entry

The screenshot shows a data entry form with a modal window open. The modal window contains the following fields:

- Venue Location (City)
- Venue Location (State/Province)
- Venue Location (ZIP/Postal Code)
- Sponsor Details
- Sponsor CA
- Sponsor District
- Sponsor MD

At the bottom of the modal window are "Cancel" and "Save" buttons. A purple circle highlights the "Save" button. The background form shows fields for "Record Type" (Meeting), "Title" (Example Club S...), "Sponsor" (Example Club For Training), "Cause" (Administration), "Project Type" (Activities in Strengthening Club), and "Activity Level" (Lions Club).

26

When saved a green "Success!" message will appear. Click the "X" to close the message.

The screenshot shows a web application interface. At the top, a green success message banner reads: "Service Activity 'a29Nq000001k5LtIAI' was saved." with a close button (X) circled in purple. Below the banner is a navigation bar with links: Home, Membership, Service, Learn, and More. The main content area displays a "Service Activity" form for "SA-05292416". The form includes fields for "Title" (Example Club SA1 - Club Meeting July), "Sponsor" (Example Club For Training), and "Status" (Ready to Report). There are buttons for "Edit", "Copy", and "Delete". Below the form, there are tabs for "Details" and "Image Gallery". The "Details" tab is active, showing an "Information" section with "Record Type" (Meeting), "Report Complete" (checkbox), and "Title" (Example Club SA1 - Club Meeting). The "Image Gallery" tab is also visible, showing an "Upload Images" section with a message: "Use the Upload Images tab to begin uploading images."



Tip! When the end date of the activity has passed, the status will be set to "Ready To Report".

27 This Service Activity is "Ready to Report"

DetailsImage Gallery

Information

Record Type

Meeting

Title

Example Club SA1 - Club Meeting July

Sponsor

Example Club For Training

Activity Level

Lions Club

Status

Ready to Report

Start Date

7/5/2024

End Date

7/5/2024

Report Complete

☐

Cause

Administration

Project Type

Activities in Strengthening Club

Description

Records the description of the activity

Created By

Example One, 9/15/2024, 6:21 PM

Imag...Uploa...

Use the **Upload Images** tab to begin uploading images.

28 To report the activity complete. Click the pencil icon next to "Report Complete"

Service Activity
SA-05292416

EditCopyDelete

Title

Example Club SA1 - Club Meeting July

Sponsor

Example Club For Training

Status

Ready to Report

DetailsImage Gallery

Information

Record Type

Meeting

Title

Example Club SA1 - Club Meeting July

Sponsor

Example Club For Training

Activity Level

Report Complete

☐

Cause


Administration

Project Type

Imag...Uploa...

Use the **Upload Images** tab to begin uploading images.

29 Click the "Report Complete" field.

 Service Activity
SA-05292416

Edit

Copy

Delete

Title
Example Club SA1 - Club Meeting July

Sponsor
[Example Club For Training](#)

Status
Ready to Report

Details

Image Gallery

* = Required Information

Information

Record Type
Meeting

*Title

Example Club SA1 - Club Meeting

*Sponsor

Report Complete

Cancel


Save

Imag...

Uploa...

Use the **Upload Images** tab to begin uploading images.

30 Click "Save"

 Service Activity
SA-05292416

Edit

Copy

Delete

Title
Example Club SA1 - Club Meeting July

Sponsor
[Example Club For Training](#)

Status
Ready to Report

Details

Image Gallery

* = Required Information

Information

Record Type
Meeting

*Title

Example Club SA1 - Club Meeting

*Sponsor

Report Complete

☒

Cancel

Save

Imag...

Uploa...

Use the **Upload Images** tab to begin uploading images.



This completes Creating and Reporting a Service Activity

Copy A Service Activity



Tip! If this a a recurring activity (of any type) setting up future activities now can save time in the future!

31 Click "Copy"

The screenshot shows a web application interface for managing Service Activities. At the top, there is a dark blue navigation bar with a search bar and a 'Search' button. Below the navigation bar, there are tabs for 'Home', 'Membership', 'Service', 'Learn', and 'More'. The 'Service' tab is selected, and a purple circle highlights the 'Copy' button in the top right corner of the activity details section. The activity details section shows the following information:

- Service Activity SA-05292416**
- Title:** Example Club SA1 - Club Meeting July
- Sponsor:** [Example Club For Training](#)
- Status:** Reported
- Details:** Information, Image Gallery
- Record Type:** Meeting
- Report Complete:** ☒
- Title:** Example Club SA1 - Club Meeting

On the right side of the interface, there is a section for 'Image Gallery' with a tab labeled 'Imag...' and a button labeled 'Uploa...'. Below this, there is a message: 'Use the **Upload Images** tab to begin uploading images.'



Tip! You are brought to the newly created activity from the copy button.

32

When copied a green "Success!" message will appear. Click the "X" to close the message.

The screenshot shows a web application interface. At the top, a green success message box displays a checkmark icon and the text: "Success! Success! Here is your copied activity. Begin editing now." A purple circle highlights an "X" icon in the top right corner of this message box. Below the message is a dark blue navigation bar with links: Home, Membership (with a dropdown arrow), Service (with a dropdown arrow), Learn, and More (with a dropdown arrow). To the right of the navigation bar is a search bar with a "Search" button, a bell icon, and a user profile icon. Below the navigation bar, the main content area shows a "Service Activity" header with the ID "SA-05292417". To the right of the header are buttons for "Edit", "Copy", and "Delete". Below the header, there is a form with three fields: "Title" (containing "Example Club SA1 - Club Meeting July"), "Sponsor" (containing "Example Club For Training" with a link), and "Status" (containing "Draft"). Below the form, there is a section titled "Details" with a sub-section "Image Gallery". Under "Image Gallery", there is a "Information" section with a "Record Type" dropdown set to "Meeting", a "Report Complete" checkbox, and a "Title" field containing "Example Club SA1 - Club Meeting". To the right of the "Image Gallery" section, there is a "Upload Images" section with a message: "Use the Upload Images tab to begin uploading images."

33

Click "Edit"

This screenshot is identical to the one above, but the "Edit" button in the "Service Activity" header is highlighted with a purple circle. The rest of the interface, including the success message, navigation bar, and form fields, remains the same.

34 It is recommended you make the title unique! Click the "Title" to edit

The screenshot shows a modal window titled "Edit SA-05292417" with a legend indicating that an asterisk (*) denotes required information. The form is divided into several sections: "Information", "Sponsor", "Cause", and "Project Type". In the "Information" section, the "Record Type" is set to "Meeting" and the "Report Complete" checkbox is unchecked. The "Title" field, which is marked as required, contains the text "Example Club SA1- Club Meeting Ju" and is highlighted with a red circle. Below the title field, the "Sponsor" section shows "Example Club For Training" as the selected option. The "Cause" section has "Administration" selected, and the "Project Type" section has "Activities in Strengthening Club" selected. At the bottom of the modal, there are "Cancel" and "Save" buttons. A note at the bottom of the modal states "This field is calculated upon save".

35 Type "Aug"



Alert! Start and End dates are not copied from the activity. These must be entered.

36 Click the "*Start Date" field and enter the date. Repeat for the "End Date"

This field is calculated upon save

View all dependencies

Status ⓘ
Draft
This field is calculated upon save

Description ⓘ
Records the description of the activity

* Start Date ⓘ
[] ⓘ
M/d/yyyy

End Date ⓘ
[] ⓘ
M/d/yyyy

Created By
Example One, 9/15/2024, 6:27 PM

Required Metrics

Total Volunteers ⓘ
30

Cancel Save

37 Click the "Total Volunteers" field.

M/d/yyyy

End Date ⓘ
8/5/2024 ⓘ
M/d/yyyy

Required Metrics

Total Volunteers ⓘ
30 ⓘ

Non-Lions Participated ⓘ
☐

Non-Lion Family Members Participated ⓘ
☐

Total Volunteer Hours ⓘ
30.00

Optional Metrics

Cancel Save

38

If needed update the "Total Volunteers" and "Total Volunteer Hours" and any other metrics

07/07/2024
M/d/yyyy

Required Metrics

Total Volunteers ⓘ
35

Non-Lions Participated ⓘ
☐

Non-Lion Family Members Participated ⓘ
☐

Total Volunteer Hours ⓘ
30

Optional Metrics

People Served ⓘ

Cancel Save

39

Scroll back to the top and Click the "Report Complete" field.

Search

Search

Copy Delete

SA-05292417

* = Required Information

Information

Record Type
Meeting

* Title ⓘ
Example Club SA2 - Club Meeting At

* Sponsor ⓘ
Example Club For Training X

Cause
Administration
View all dependencies

Activity Level
Lions Club
This field is calculated upon save

Project Type
Activities in Strengthening Club

Report Complete ⓘ

Cancel Save

40 Click "Save"

* = Required Information

Record Type
Meeting

* Title ⓘ
Example Club SA2 - Club Meeting Aug

* Sponsor ⓘ
Example Club For Training

Cause
Administration

Project Type
Activities in Strengthening Club

Report Complete ⓘ
☒

Activity Level
Lions Club

This field is calculated upon save

Cancel Save

41 When saved a green "Success!" message will appear. Click the "X" to close the message. Your Service Activity has been reported.

Service Activity "a29Nq000001k5NVIAY" was saved

Home Membership Service Learn More

Service Activity
SA-05292417

Edit Copy Delete

Title
Example Club SA2 - Club Meeting Aug

Sponsor
Example Club For Training

Status
Reported

Image Gallery

Information

Record Type
Meeting

Title ⓘ
Example Club SA2 - Club Meeting

Report Complete ⓘ
☒

Use the **Upload Images** tab to begin uploading images.

42 To return to the Club detail click the Club Name or the "Details" tab

The screenshot shows the 'Service Activity' page for SA-05292417. At the top, there is a search bar and navigation tabs: Home, Membership, Service, Learn, and More. Below the header, the service activity details are shown: Title 'Example Club SA2 - Club Meeting Aug', Sponsor 'Example Club For Training' (circled in purple), and Status 'Reported'. A modal window for 'Example Club For Training' is open, displaying club information: Lion ID 200158, Type Lions Club, Status Active, and Billing Address 124 Any Place, Naperville, Illinois 60565, United States. The modal also has tabs for Details and Image Gallery. On the right, there is an 'Upload Images' section with a message: 'Click the Upload Images tab to begin loading images.'

43 Click "Club Service Activities" to view the newly created Service Activities

The screenshot shows the 'Club Service Activities' page for 'Example Club For Training'. The header includes the account name and a '+ Follow' button. Below the header, club information is displayed: Lion ID 200158, Type Lions Club, Status Active, Billing Address 124 Any Place, Naperville, Illinois 60565, United States, and Active Member Count 50. The main content area has tabs: Club Details, Data Export, Club Statements, Club Service Activities (circled in purple), and More. The 'Club Service Activities' tab is active, showing a list of activities. On the right, there is a sidebar with buttons: Manage Club Members, Manage Club Officers, and Manage Cub Club.

44 The Service Activities list is shown

The screenshot shows the 'Club Service Activities' page. At the top, there are tabs: 'Club Details', 'Data Export', 'Club Statements', 'Club Service Activities' (selected), and 'More'. Below the tabs, there's a header for 'Service Activities (2)' with a settings icon and a refresh icon. It says '2 items • Updated a minute ago'. Below this is a table with columns: 'End Date', 'Title', 'Service Acti...', 'Start Date', and 'Re'. The table contains two rows of data. Below the table is a 'View All' link. On the right side, there's a sidebar with buttons: 'Manage Club Members', 'Manage Club Officers', 'Manage Cub Club Leader', 'Manage Delegates', and 'View Delegates'. There's also a small circular icon at the bottom right of the sidebar.

	End Date	Title	Service Acti...	Start Date	Re
1	7/5/2024	Example Club ...	SA-05292416	7/5/2024	✓
2	8/5/2024	Example Club ...	SA-05292417	8/5/2024	✓

View All

Manage Club Members

Manage Club Officers

Manage Cub Club Leader

Manage Delegates

View Delegates

45 Click "Home" to return to the main landing page

The screenshot shows the main landing page. At the top, there's a dark blue header with a search bar and a 'Search' button. Below the header, there's a navigation bar with buttons: 'Home' (highlighted with a purple circle), 'Membership', 'Service', 'Learn', and 'More'. Below the navigation bar, there's a section for 'Account' with the text 'Example Club For Training' and a '+ Follow' button. Below this is a table with columns: 'Lion ID', 'Type', 'Status', 'Billing Address', and 'Active Member Count'. The table contains one row of data. Below the table, there are tabs: 'Club Details', 'Data Export', 'Club Statements', 'Club Service Activities' (selected), and 'More'. Below the tabs, there's a header for 'Service Activities (2)' with a settings icon and a refresh icon. It says '2 items • Updated a minute ago'. Below this is a table with columns: 'End Date', 'Title', 'Service Acti...', 'Start Date', and 'Re'. The table is empty. On the right side, there's a sidebar with buttons: 'Manage Club Members'.

Search

Home

Membership

Service

Learn

More

Account

Example Club For Training

+ Follow

Lion ID	Type	Status	Billing Address	Active Member Count
200158	Lions Club	Active	124 Any Place Naperville, Illinois 60565 United States	50

Club Details

Data Export

Club Statements

Club Service Activities

More

Service Activities (2)

2 items • Updated a minute ago

Manage Club Members

46

This concludes the "Service Activities - Create, Report, Copy A Meeting Activity" Quick Guide

Welcome Example One!

MY MEMBERSHIP



MY CLUB



MY CA



MY ASSOCIATION

