

Handout — Important Online Resources

Rotary International – www.rotary.org – My Rotary

This website is the official online face of Rotary to the world. Rotarians use the My Rotary portal to access information specific to the individual Rotarian and his/her club. Club officers can access valuable historical data and track the progress of current goals for membership, the Rotary Foundation, and service activities. All Rotarians can access a wealth of information on Rotary programs and materials.

Rotary Club Central – www.rotary.org – My Rotary > Club Central

This online tool allows club leaders to enter and edit goals and achievements in Membership, Service, and Foundation Giving. District leaders are also able to view and edit goals for clubs in the district. Club and district leaders have edit access for a 3-year period (12 months before and 12 months after office), and all Rotarians can view their club's goals at any time. Rotary Club Central service goal data can also be imported from Grants and Rotary Showcase to update a club's service goals.

Rotary's Brand Center – <https://brandcenter.rotary.org/en-GB>

Information about Rotary's new logo and Visual Identity Program is available here. In addition to updated information on Rotary's messaging and visual guidelines, you can find templates for business cards, PowerPoints, brochures and lots of helpful and useful items.

Rotary Ideas – <http://ideas.rotary.org/>

This online tool allows clubs to seek four types of resources for their service projects: partners, volunteers, material contributions or district online financial contributions via PayPal. Rotarians are encouraged to post their project listings on club and district websites.

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Rotary Showcase – <http://rotary.org/showcase>

This online tool allows Rotarians and Rotaractors to share photos and videos from successful projects, identify partners, and report the project's contributions to Rotary's Global Impact. It's the easiest way to share your project with both the Rotary world and the public. Showcase data can also be synchronized with Rotary Club Central to update a club's service goals.

Learning Center – <https://www.rotary.org/myrotary/en/learning-reference>

The Learning Center is where you can access training information by role or by topic. Rotarians can easily register for and take courses at their own pace, on topics of their own choosing. Various materials are also available for download within each course.

Carolinas' PETS – <http://www.carolinaspets.org/>

This website provides all the information you will need related to the President Elect Training Seminar (PETS). You will find the agenda for PETS, notes from discussion leaders, bios and speeches for each keynote speaker, and links to dozens of Rotary resources.

Community

Connect with other Rotary members by joining an online discussion group or starting a new one. Find others who share your interests and activities, connect with project partners, and tap into the diversity of global perspectives that is Rotary.

Rotary Club Central Resources for Presidents-Elect

Enter your clubs goals in Club Central. www.rotary.org – My Rotary > Club Central

- Use the Planning Worksheet [Word] to prepare your goals.
- Club Central Reference Guide [pdf] – Provides detailed instructions on how to set goals in Club Central
- Club Central PowerPoint Presentation [PowerPoint] – Use this PowerPoint presentation to introduce Club Central

Rotary Club Central Resources for Presidents-Elect, *continued*

- Club Central Flyer [pdf] – informational flyer about Club Central
- Watch a training seminar prepared for Presidents-elect in 2015, with Marni Nixon – <https://www.youtube.com/watch?v=5T4znplKJ1Y>

Useful Reports

Members in a Club – Use this report to determine how many club members are registered on My Rotary

My Rotary > Club Central (MUST BE UNDER MY CLUB TAB) – Click on “Reports” on the left side of the screen; once you are on the Reports Page scroll down to “Club Reports;” Click on “Members in a Club”.

Rotary Club Central Goals Set – DGEs and AGs can review Rotary Club Central Goals Set report under District Reports to see how clubs are progressing with inputting goals, etc.

My Rotary > Club Central (MUST BE UNDER MY CLUB TAB) – Click on “Reports”; under the heading District Reports click Rotary Club Central Goals Set.

Incoming Officers Reported and Not Reported – DGEs can check the status of Incoming Officers and whether they have registered their My Rotary account.

My Rotary > Manage > Reports -- Under the DISTRICT REPORTS – Membership section, see report on Current and Incoming Officers; click View Reports; Select Incoming Officers Reported and Not Reported.

Access & Functionality

In order for any officer to have access to specific reports and online tools, they must:

1. Have their position reported to Rotary’s database
2. Create an account on My Rotary (www.rotary.org/myrotary)

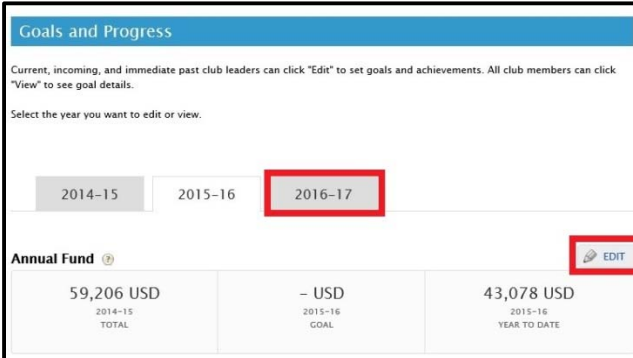
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Access & Functionality, *continued*

Officers that have additional access and functionality are:

- District: Governors (DG, DGE and DGN), committee chairs collected in our database
- Club: president, secretary, executive secretary, treasurer, Foundation chair, membership chair
- **My Rotary:**
 - District committee chairs and AGs can access reports and information on the District Administration page as early as 1 July of the year prior to the start of their term (provided they have been reported in their position to Rotary).
 - Club officers can access reports and information on the Club Administration page as of as 1 July of the year prior to the start of their term (provided they have been reported in their position to Rotary). They can edit club data (meeting information, membership changes, club officers, etc.) beginning 1 July of their term as a club president, secretary, treasurer, etc.
- **Rotary Club Central:**
 - Past, current, and incoming club and district officers reported to Rotary can enter goals for the year corresponding with their term of service (i.e. a 2017-2018 club president could go into Rotary Club Central today and would have the functionality to enter 2017-18 club goals, provided that their position has already been reported to Rotary)
 - AGs can only edit goals for the clubs in their club group and their term of service
 - Incoming officers must click on the furthest right year tab in order to have the EDIT function



Goals and Progress

Current, incoming, and immediate past club leaders can click "Edit" to set goals and achievements. All club members can click "View" to see goal details.

Select the year you want to edit or view.

2014-15 2015-16 **2016-17**

Annual Fund ⓘ

59,206 USD 2014-15 TOTAL	- USD 2015-16 GOAL	43,078 USD 2015-16 YEAR TO DATE
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EDIT