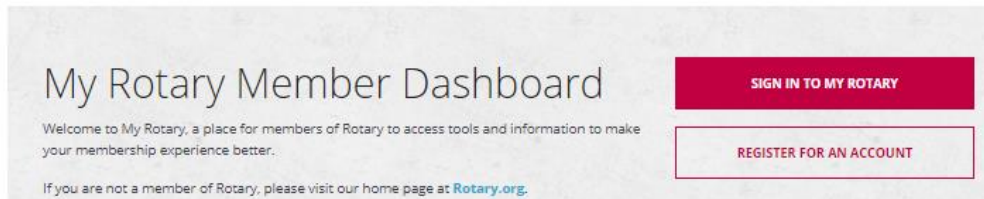


Login to My Rotary

1. Go to www.rotary.org
2. Click on My Rotary.
3. Sign in to My Rotary (First time users, click on Register to set up an account with user name and password)
4. RI Instructions for Registration:
[file:///C:/Users/Diana%20Barden/Downloads/how_to_create_my_rotary_account_en%20\(3\).pdf](file:///C:/Users/Diana%20Barden/Downloads/how_to_create_my_rotary_account_en%20(3).pdf)

My Rotary



2021-2022 Goal Setting in My Rotary for club officers

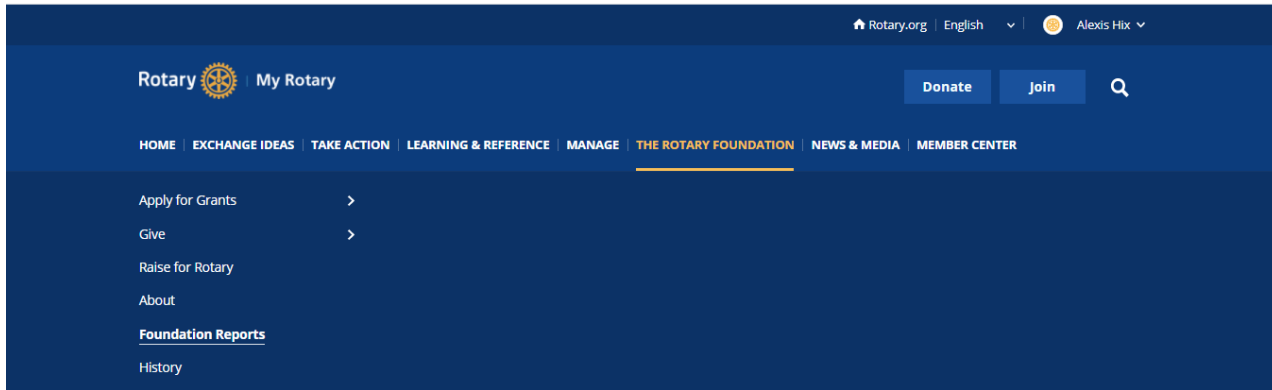
1. Sign in to My Rotary on www.rotary.org
2. Click on Manage, then click on submenu **Rotary Club Central**
3. Dashboard shows 5 year trends for your club
4. Select Goal Center from the navigation menu on the left. The Goal Center is where you choose and set the goals your club will focus on and track progress.
 - a. Before choosing your club goals make sure the appropriate year (2021-2022) is listed
5. Go to the Members & Engagement Tab

6. Put a check in the box "Select Goal" for the goals you want to focus on.
7. Enter your Goal Value in the Red Box "Goal" for each of the Goals you will track this year.
8. Click on SAVE after you have entered your goal value.
9. Next go to the Rotary Foundation Giving tab and follow the above steps.
10. Continue the process for each menu tab. Remember to SAVE after each entry.

Goals can be edited by Club Officers. Goals can be viewed by all club members.

Club Foundation Reports

1. www.rotary.org
2. Sign in to My Rotary
3. Go to the Rotary Foundation tab



4. Select sub menu Foundation Reports
5. View your Individual Donor History Report
6. Scroll to Contributions & Recognition/Club Giving
7. View Club Reports
8. Select Club Recognition Summary to see club member reports (not to be shared due to privacy for members)
9. Select Club Fundraising Analysis to see 5 year history of foundation giving and membership headcount.
10. View District Reports
11. Select Monthly Contribution Report to see contribution goals and actuals per capita giving for all clubs in the district.

Resources:

My Rotary/Rotary Club Central- District Admin Secretary, Diana Barden jerrybarden@comcast.net

2021-2022 District Foundation Chair, PDG Ellen Hancock mehancock@rocketmail.com

2021-2022 District Membership Chair, Lorie Diaz-Liddicoat Loriediazliddicoat@gmail.com