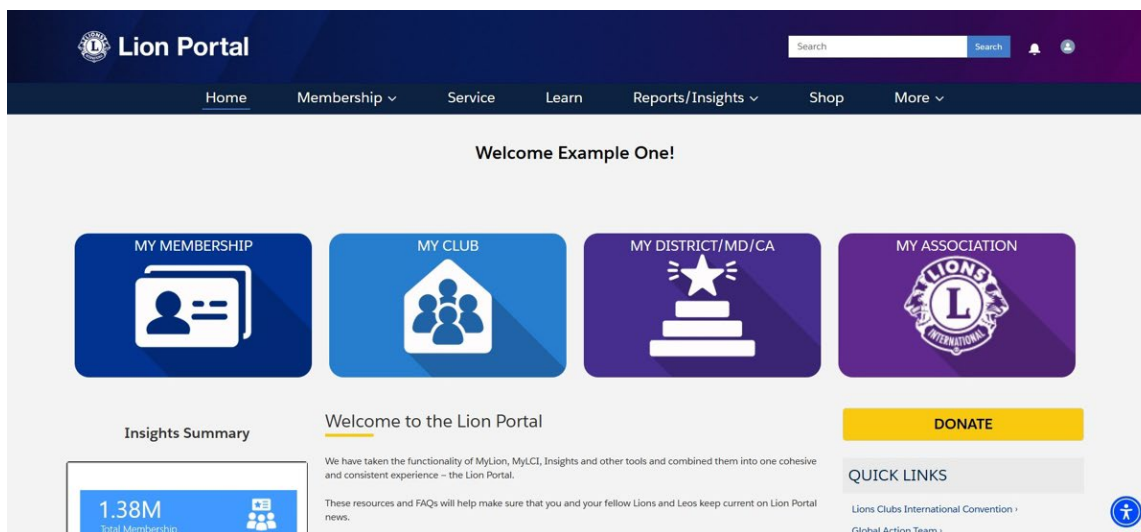


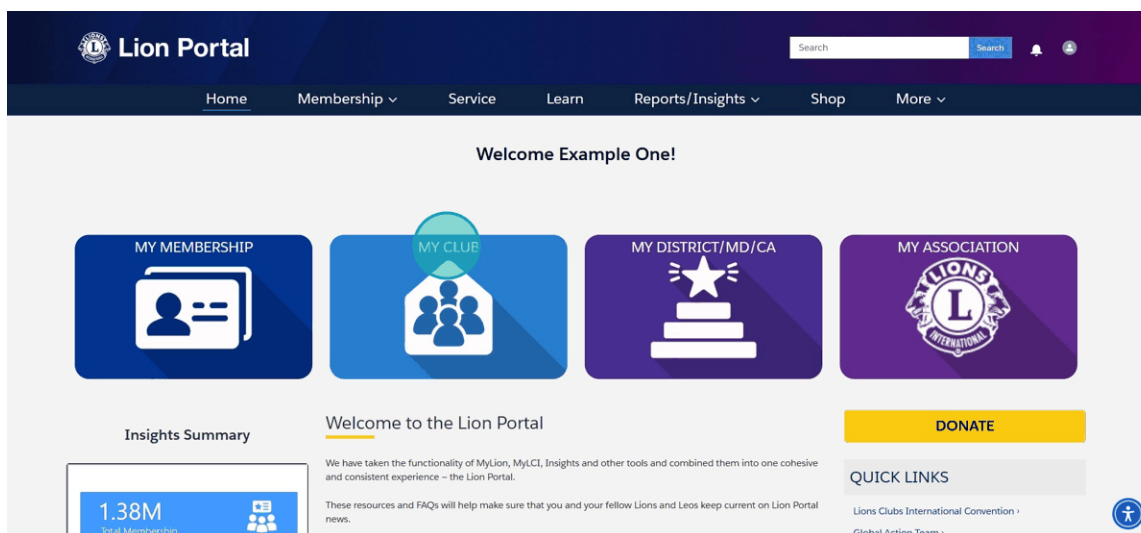
簡介

本指南提供 Lion Portal（獅子會門戶網站）上增強的「服務活動摘要」頁面的概述，展示其新特征和功能。使用者將受益於動態指標、靈活的過濾選項，以及增強可用性和快速獲取重要資料的簡化版面。本指南改善了載入時間，並提供詳細的活動見解，對於有效管理和報告分會內的服務活動至關重要。探索本指南，將您對分會活動的體驗與參與發揮到最佳

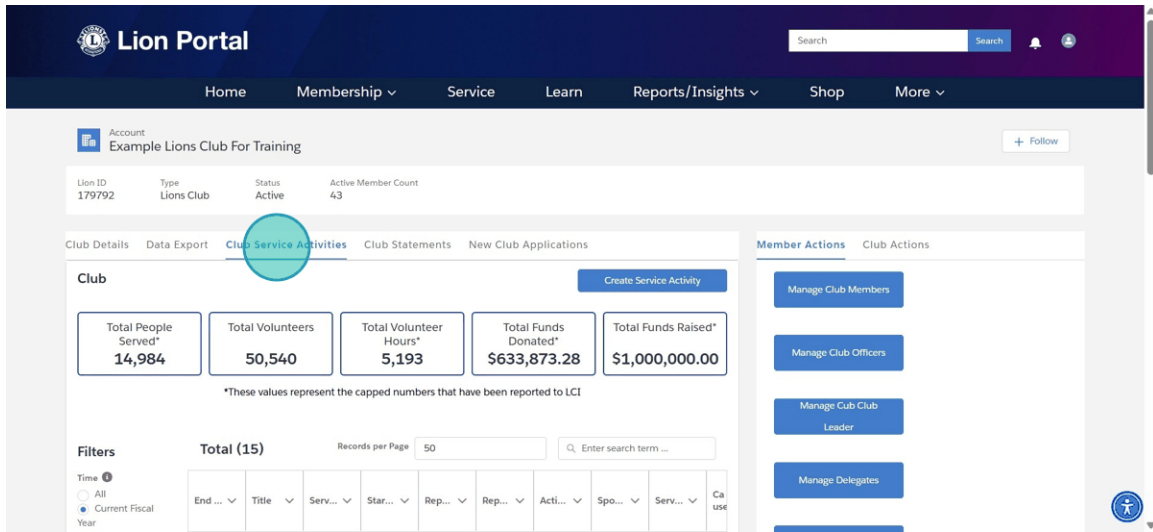
1. 登入 Lion Portal：<https://lionsinternational.my.site.com/>



2. 點選「我的分會」

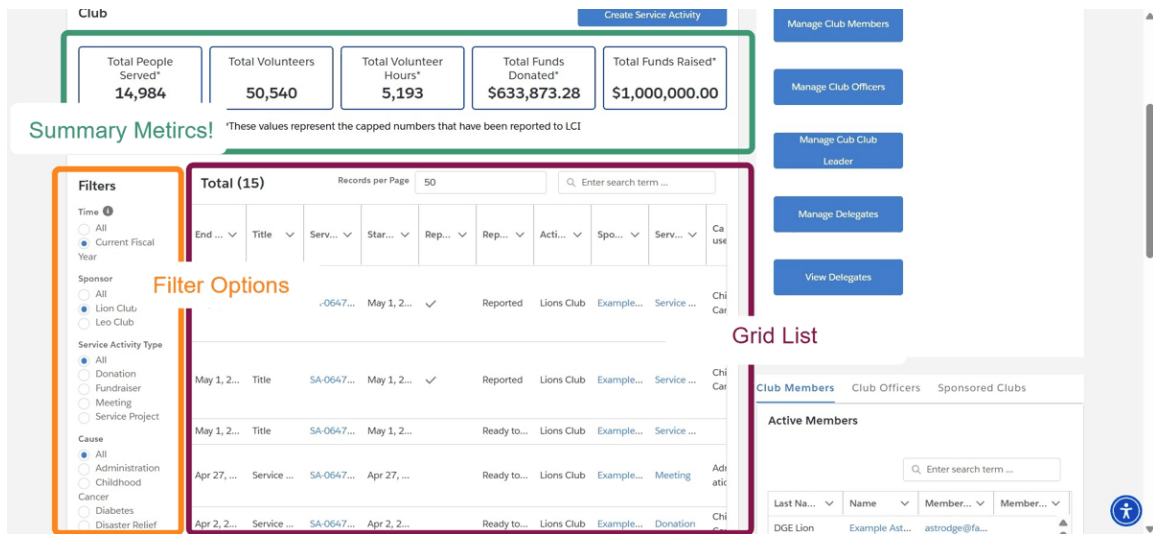


3. 進入您的分會後，點選「分會服務活動」標籤。這將帶您進入增強的「服務活動」登陸頁面。



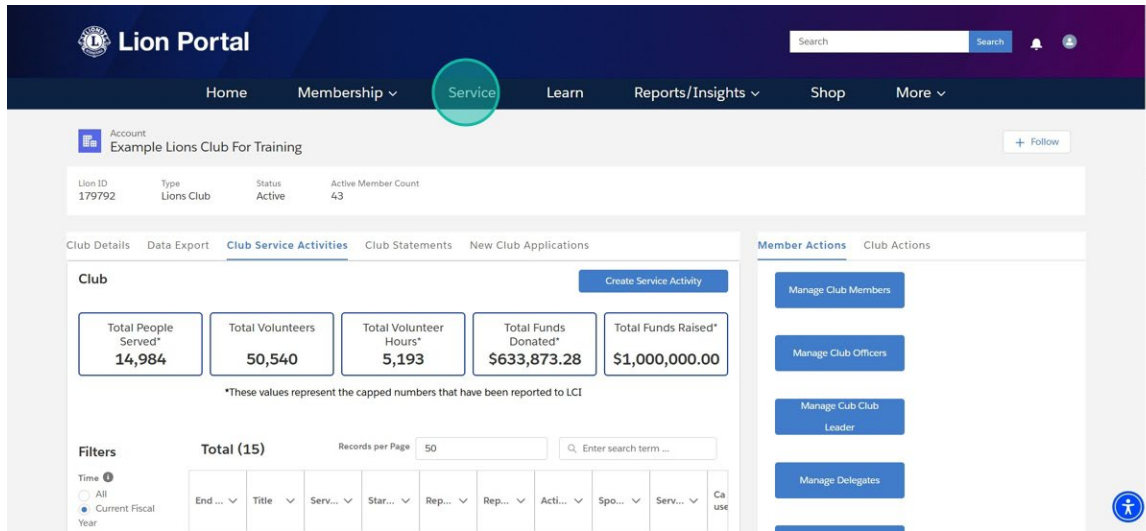
4. 增強的視圖顯示：

- 活動的摘要指標
- 提供多種過濾選項
- 符合所選條件的活動網格清單



增強的「服務活動摘要」頁面體驗

- 要獲得全屏視圖，請點選「服務」。
註：「我的服務」下拉列單不再需要，已被移除。



使用全屏寬度視圖增強了頁面瀏覽。

新功能是什麼？

- 視圖將擴展寬度以填充設備的螢幕。
- 關鍵指標匯總在頁面頂部，以便快速獲取
- 有多個篩選選項可用，無需以前選擇固定清單查看。更靈活地滿足您的需求。
- 更快速載入篩選過的活動清單視圖，並提供額外的搜尋/篩選選項

摘要指標和篩選選項的工作原理。

摘要指標將隨著篩選選項的更改而變動。這些都是動態的。預設篩選選項匯總以下各項指標：

- 地區 - 您的分會
- 時間框架 - 當前年份
- 輔導者 - 獅子會
- 服務活動類型 - 所有類型
- 志頁 - 所有志業

更改篩選選項時，活動的指標和清單將會更新。

6. 指標總計包括所有報告狀態的活動

- 草稿
- 已計劃
- 待報告
- 已報告 註：Insights 僅顯示已報告的活動顯示的總數使用上限指標。

對於分會級別的活動，上限為：

- 服務總人數 - 3,000
 - 義工服務總時數 - 1,200 小時
 - 捐款總額 - 200000 (美元)
 - 募款總額 - 250000 (美元)
- 區和複合區的活動指標沒有上限。

其他篩選可以擴展或限制清單中顯示的活動，並更改顯示的摘要指標值。篩選「地區」和「輔導者」可一起使用。

- 當選擇「地區的複合區」時，「輔導者」選項將包括複合區和區。
- 當選擇「地區的區」時，「輔導者」選項將包括區。

7. 篩選選項

Filters

- Area**
 - Multiple District 1
 - District 1 Example
 - Example Lions Club For Training
- Time**
 - All
 - Current Fiscal Year
- Sponsor**
 - All
 - Lion Club
 - Leo Club
- Service Activity Type**
 - All
 - Donation
 - Fundraiser
 - Meeting
 - Service Project
- Cause**
 - All
 - Administration
 - Childhood Cancer
 - Diabetes
 - Disaster Relief
 - Environment
 - Hunger
 - Other Humanitarian Service
 - Vision
 - Youth

Filter Options

End Date	Title	Service ...	Start Date	Report ...	Report ...	Activity ...	Sponsor	Service ...	Cause	Project Type
May 1, 2025	Test	SA-06478580	May 1, 2025	✓	Reported	Lions Club	Example Lio...	Service Proje...	Childhood Cancer	Awareness, Education and Advocacy
May 1, 2025	Title	SA-06478582	May 1, 2025	✓	Reported	Lions Club	Example Lio...	Service Proje...	Childhood Cancer	Awareness, Education and Advocacy
May 1, 2025			May 1, 2025		Ready to Re...	Lions Club	Example Lio...	Service Proje...		
Apr 27, 2025			Apr 27, 2025		Ready to Re...	Lions Club	Example Lio...	Meeting	Administratio	Activities in Strengthening Club
Apr 2, 2025	Service Activ...	SA-06478551	Apr 2, 2025		Ready to Re...	Lions Club	Example Lio...	Donation	Childhood Cancer	Donation
Apr 1, 2025	Easter Baste...	SA-06478492	Apr 1, 2025	✓	Reported	Lions Club	Example Lio...	Service Proje...	Childhood Cancer	Family Assistance
Mar 16, 2025	Quick Guide...	SA-06478569	Mar 16, 2025	✓	Reported	Lions Club	Example Lio...	Service Proje...	Childhood Cancer	Organization or Facility Assistance
Mar 2, 2025	Title Of Activ...	SA-06478560	Mar 2, 2025		Ready to Re...	Lions Club	Example Lio...	Service Proje...	Childhood Cancer	Patient and Family Support
Mar 2, 2025	An Activity	SA-06478494	Mar 2, 2025	✓	Reported	Lions Club	Example Lio...	Service Proje...	Vision	Adult Vision Screening
Feb 22, 2025	Example Ser...	SA-06478555	Feb 22, 2025		Ready to Re...	Lions Club	Example Lio...	Service Proje...	Disaster Relief	Emergency Response
Feb 22, 2025	Mobile Servi...	SA-06478567	Feb 22, 2025	✓	Reported	Lions Club	Example Lio...	Service Proje...	Environment	Recycling and Waste Management

篩選選項範例

8. 範例 1 - 篩選（使用預設篩選）：

- 地區 - "Example Lion Club For Training"（分會名稱）
- 時間 - 本獅子年度
- 輔導者 - 獅子會
- 服務活動類型 - 全部
- 志業 - 全部

這將顯示我們分會已參加的 17 項活動清單。

Lion Portal

Home Membership Service Learn Reports/Insights Shop More

Create Service Activity

Total People Served*	Total Volunteers	Total Volunteer Hours*	Total Funds Donated*	Total Funds Raised*
15,084	50,550	5,223	\$633,873.28	\$1,000,000.00

*These values represent the capped numbers that have been reported to LCI

Filters

- Area**
 - Multiple District 1
 - District 1 Example
 - Example Lions Club For Training
- Time**
 - All
 - Current Fiscal Year
- Sponsor**
 - All
 - Lion Club
 - Leo Club
- Service Activity Type**
 - All
 - Donation
 - Fundraiser
 - Meeting
 - Service Project
- Cause**
 - All
 - Administration
 - Childhood Cancer
 - Diabetes
 - Disaster Relief
 - Environment
 - Hunger
 - Other Humanitarian Service
 - Vision
 - Youth

Total (17)

End Date	Title	Service ...	Start D...	Report ...	Report ...	Activity...	Sponsor	Service ...	Cause	Project Type
May 5, 2025	Test	SA-06478600	May 5, 2025		Ready to Re...	Lions Club	Example Lio...	Service Proj...	Disaster Relief	
May 5, 2025	Food Pantry...	SA-06478601	May 5, 2025	✓	Reported	Lions Club	Example Lio...	Service Proj...	Hunger	Food Collection, Preparation, and Distribution
May 1, 2025	Test	SA-06478580	May 1, 2025	✓	Reported	Lions Club	Example Lio...	Service Proj...	Childhood Cancer	Awareness, Education and Advocacy

9. 範例 2 - 輔導者選擇「全部」的篩選：

- 地區 - "Example Lion Club For Training" (分會名稱)
- 時間 - 本獅子年度
- 輔導者 - 全部
- 服務活動類型 - 全部
- 志業 - 全部

這將顯示我們分會的 19 項活動清單：17 項活動和 2 項其他活動。

The screenshot shows the Lion Portal interface. At the top, there is a navigation bar with 'Home', 'Membership', 'Service', 'Learn', 'Reports/Insights', 'Shop', and 'More'. Below this is a summary section with five cards: 'Total People Served' (17,659), 'Total Volunteers' (50,580), 'Total Volunteer Hours' (5,283), 'Total Funds Donated' (\$651,775.27), and 'Total Funds Raised' (\$1,001,927.45). A note below these cards states: '*These values represent the capped numbers that have been reported to LCI'. Below the summary is a table of activities. The table has columns for 'End Date', 'Title', 'Service ...', 'Start D...', 'Report ...', 'Report ...', 'Activity...', 'Sponsor', 'Service ...', 'Cause', and 'Project Type'. The first row shows a 'Test' activity on 'May 5, 2025' with 'SA-06478600' as the service ID, 'May 5, 2025' as the start date, 'Ready to Re...' as the report status, 'Lions Club' as the sponsor, 'Example Lio...' as the service, 'Disaster Relief' as the cause, and 'Food Collection, Preparation, and Distribution' as the project type. The second row shows a 'Food Pantry...' activity on 'May 5, 2025' with 'SA-06478601' as the service ID, 'May 5, 2025' as the start date, a checkmark as the report status, 'Lions Club' as the sponsor, 'Example Lio...' as the service, 'Hunger' as the cause, and 'Awareness, Education' as the project type. A 'Filters' sidebar on the left shows 'Area' with 'Example Lions Club For Training' selected, and 'Time' with 'Current Fiscal Year' selected. A 'Total (19)' badge is visible above the table. A search bar and 'Records per Page' dropdown are also present.

10. 範例 3 - 篩選輔導者選擇「青少獅會」：

- 地區 - "Example Lion Club For Training" (分會名稱)
- 時間 - 本獅子年度
- 輔導者 - 青少獅會
- 服務活動類型 - 全部
- 志業 - 全部

這將顯示我們輔導的青少獅會中的 2 項活動清單

Lion Portal Search [] [Search] [] []

Home Membership Service Learn Reports/Insights Shop More

Create Service Activity

Total People Served* **2,575** Total Volunteers **30** Total Volunteer Hours* **60** Total Funds Donated* **\$17,901.99** Total Funds Raised* **\$1,927.45**

*These values represent the capped numbers that have been reported to LCI

Filters: **Total (2)** Records per Page: 50 [] [Enter search term ...]

End Date	Title	Service ...	Start D...	Report ...	Report ...	Activity...	Sponsor	Service ...	Cause	Project Type
Mar 15, 2025	Leo Club Fu...	SA-06478554	Mar 15, 2025		Ready to Re...	Omega Leo ...	Example O...	Fundraiser	Environment	Environmenta I Clean Up and Restoration
Jan 21, 2025	Leo Service ...	SA-06478553	Jan 21, 2025	✓	Reported	Omega Leo ...	Example O...	Service Proj...	Other Humanitarian Service	Initiatives for the Elderly

11. 範例 4 - 篩選：用於志業、活動類型、複合區地區內的輔導者

- 地區 - 複合區
- 時間 - 本獅子年度
- 輔導者 - 區
- 服務活動類型 - 服務方案
- 志業 - 災難援助

這將顯示包含 1 項活動的清單。由 1 D 區執行的災難援助服務方案。

Lion Portal Search [] [Search] [] []

Home Membership Service Learn Reports/Insights Shop More

Create Service Activity

Total People Served* **1,550** Total Volunteers **100** Total Volunteer Hours* **500** Total Funds Donated* **\$0.00** Total Funds Raised* **\$0.00**

*These values represent the capped numbers that have been reported to LCI

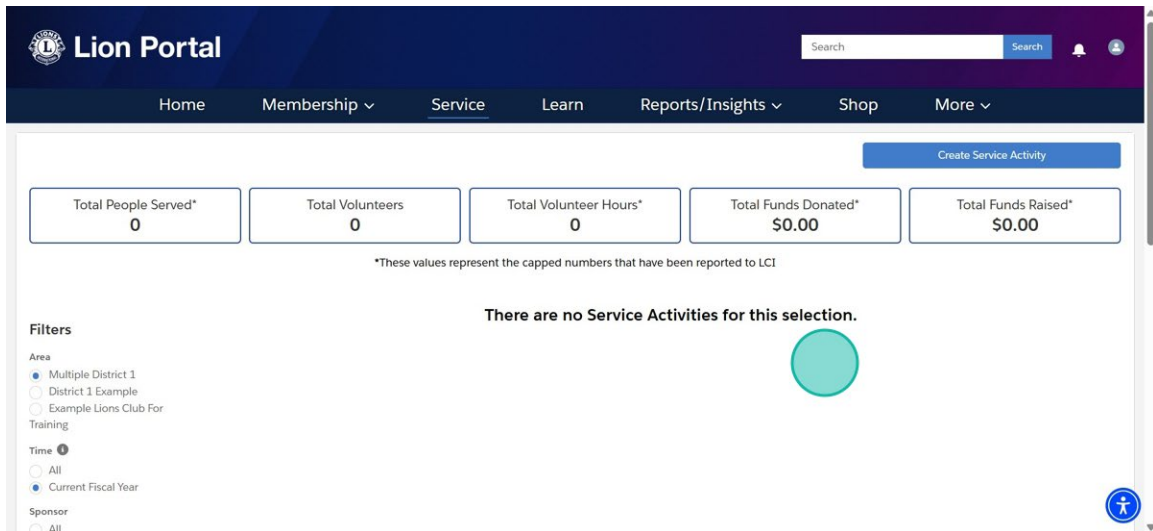
Filters: **Total (1)** Records per Page: 50 [] [Enter search term ...]

End Date	Title	Service ...	Start D...	Report ...	Report ...	Activity...	Sponsor	Service ...	Cause	Project Type
Nov 4, 2024	Disaster Reli...	SA-06402412	Oct 20, 2024	✓	Reported	District	District 1 D	Service Proj...	Disaster Relief	Emergency Response

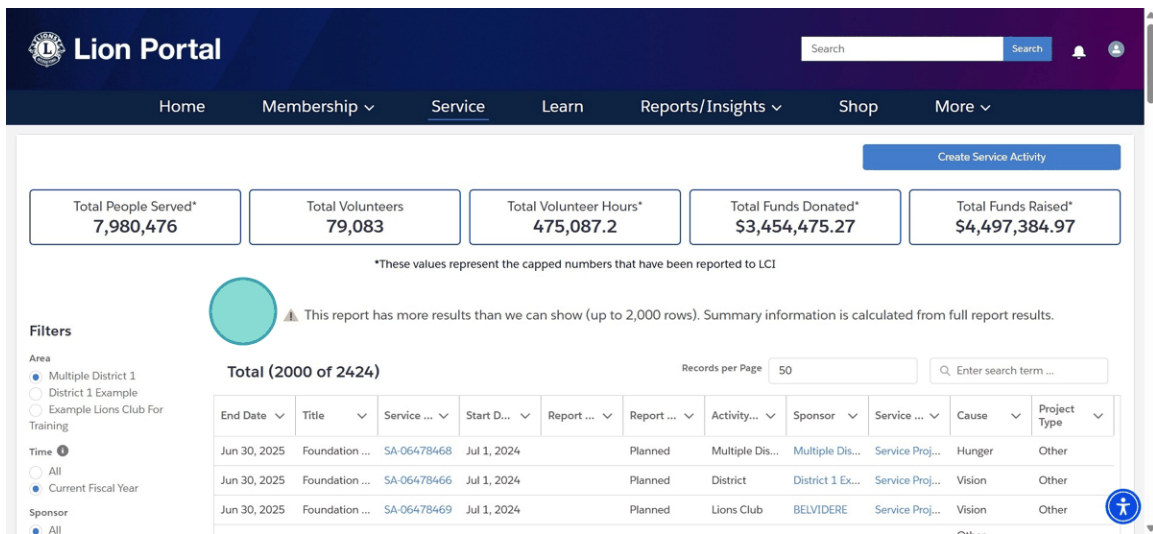
Showing Page 1 of 1 Pages

[First] [Prev] 1 [Next] [Last]

12. 當沒有任何活動符合篩選條件匹配時，會顯示一條訊息。



13. 當有超過 2,000 項活動符合條件時，清單視圖中僅顯示前 2,000 項活動。 指標包括總數中的所有活動。 將顯示警示訊息。



14. 您可以點選「輸入搜尋字詞...」欄位，在結果中搜尋。

The screenshot shows a dashboard with a navigation bar (Home, Membership, Service, Learn, Reports/Insights, Shop, More) and a 'Create Service Activity' button. Summary cards display: Total People Served* (7,980,476), Total Volunteers (79,083), Total Volunteer Hours* (475,087.2), Total Funds Donated* (\$3,454,475.27), and Total Funds Raised* (\$4,497,384.97). A warning message states: 'This report has more results than we can show (up to 2,000 rows). Summary information is calculated from full report results.' The filters section includes Area (Multiple District 1, District 1 Example, Example Lions Club For Training), Time (All, Current Fiscal Year), and Sponsor (All, Multiple District, District, Lion Club, Leo Club). A search bar is highlighted with a red circle, containing the text 'Enter search term...'. Below the filters, a table shows a 'Total (2000 of 2424)' results. The table has columns: End Date, Title, Service ID, Start Date, Report Status, Activity, Sponsor, Service, Cause, and Project Type. The first row shows a 'Foundation' activity on 'Jun 30, 2025' with 'Planned' status, 'Multiple Dis...' activity, 'Multiple Dis...' sponsor, 'Service Proj...' service, and 'Hunger' cause.

15. 輸入要搜索的文字。在此範例中為「飢餓」。清單視圖網格現在顯示總共 2424 項活動中的 154 項。
 註：摘要指標不會改變。只有網格視窗中的詳細資訊行會改變。

This screenshot is similar to the previous one but with the search bar containing the text 'Hunger'. The 'Total' count in the filters section is updated to 'Total (154 of 2424)'. The table below shows only activities related to 'Hunger'. The first row is 'Foundation ...' on 'Jun 30, 2025' with 'Planned' status, 'Multiple Dis...' activity, 'Multiple Dis...' sponsor, 'Service Proj...' service, and 'Hunger' cause. The second row is 'Rooted For ...' on 'May 6, 2025' with 'Ready to Re...' status, 'Lions Club' activity, 'WATERMAN' sponsor, 'Service Proj...' service, and 'Hunger' cause. The third row is 'Food Pantry...' on 'May 5, 2025' with a checkmark in the 'Report' column, 'Reported' status, 'Lions Club' activity, 'Example Lio...' sponsor, 'Service Proj...' service, and 'Hunger' cause. The 'Project Type' for the second and third rows is 'Community Gardens and Agriculture' and 'Food Collection, Preparation, and Distribution' respectively.

16. 可以透過點選行列標題對網格清單進行排序。

Home Membership Service Learn Reports/Insights Shop More

Create Service Activity

Total People Served* 7,980,476

Total Volunteers 79,083

Total Volunteer Hours* 475,087.2

Total Funds Donated* \$3,454,475.27

Total Funds Raised* \$4,497,384.97

*These values represent the capped numbers that have been reported to LCI

⚠ This report has more results than we can show (up to 2,000 rows). Summary information is calculated from full report results.

Filters

Area

- Multiple District 1
- District 1 Example
- Example Lions Club For Training

Time

- All
- Current Fiscal Year

Sponsor

- All
- Multiple District
- District
- Lion Club
- Lion Club

Total (2000 of 2424)

Records per Page 50

Enter search term ...

End ...	Title	Service ...	Start D...	Report ...	Report ...	Activity...	Sponsor	Service ...	Cause	Project Type
Jun 30, 2025	Foundation ...	SA-06478468	Jul 1, 2024		Planned	Multiple Dis...	Multiple Dis...	Service Proj...	Hunger	Other
Jun 30, 2025	Foundation ...	SA-06478466	Jul 1, 2024		Planned	District	District 1 Ex...	Service Proj...	Vision	Other
Jun 30, 2025	Foundation ...	SA-06478469	Jul 1, 2024		Planned	Lions Club	BELVIDERE	Service Proj...	Vision	Other
Jun 30, 2025	*gotsneaker...	SA-05998296	Aug 25, 2024		Planned	Lions Club	MOUNT CA...	Fundraiser	Other Humanitarian Service	Other

17. 「增強的服務活動摘要頁面體驗」快速指南到此結束

Lion Portal

Search

Home Membership Service Learn Reports/Insights Shop More

Welcome Example One!

MY MEMBERSHIP

MY CLUB

MY DISTRICT/MD/CA

MY ASSOCIATION

Insights Summary

Welcome to the Lion Portal

We have taken the functionality of MyLion, MyLCI, Insights and other tools and combined them into one cohesive and consistent experience – the Lion Portal.

DONATE

QUICK LINKS