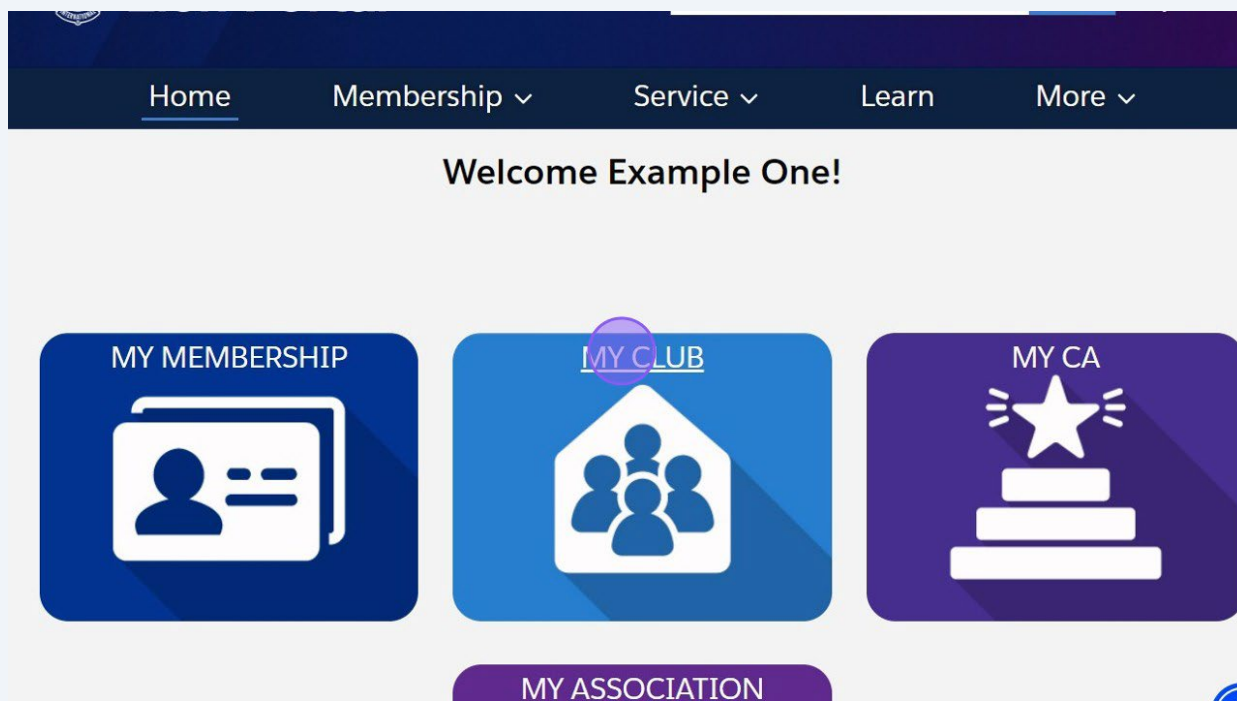


Hallinnoi klubin jäsentietoja - Muokkaa jäsentä: Lion Portal **Palauta jäsen**

Tämä opas antaa vaiheittaiset ohjeet jäsenen palauttamiseksi jäsenrekisteriin. Opas on hyödyllinen kaikille virkailijoille jotka hoitavat jäsenrekisterin muutoksia. Opas antaa ohjeet jäsenen palauttamiseksi palauttamisaikavälin puitteissa, sekä sen ulkopuolelta, ja kertoo vaatimukset, kt. Esim. kummin tarvitsemisen. Selkeillä ohjeilla ja kuvilla opas yksinkertaistaa jäsenen palauttamisen prosessia, auttaa klubeja ylläpitämään aktiivista osallistumista jäsenten kesken.

1 Kirjautu Lion Portaliin lionportal.org

2 Klikkaa "MINUN KLUBINI"



Palauta jäsen palauttamisaikavälin puitteissa



Huom! Jäsen, jonka poistamispäivämäärä on palauttamisaikavälillä näkyy merkinnällä "Lisää tyyppi", "Palautettu" Uutta kummia ei tarvita.

3 Klikkaa "Hallitse klubin jäsentietoja"

Home Membership ▾ Service ▾ Learn More ▾

Account
Example Club For Training + Follow

Account ID	Type	Status	Billing Address	Active Member Count
00158	Lions Club	Active	124 Any Place Naperville, Illinois 60565 United States	56

Details Data Export Club Statements Club Service Activities More

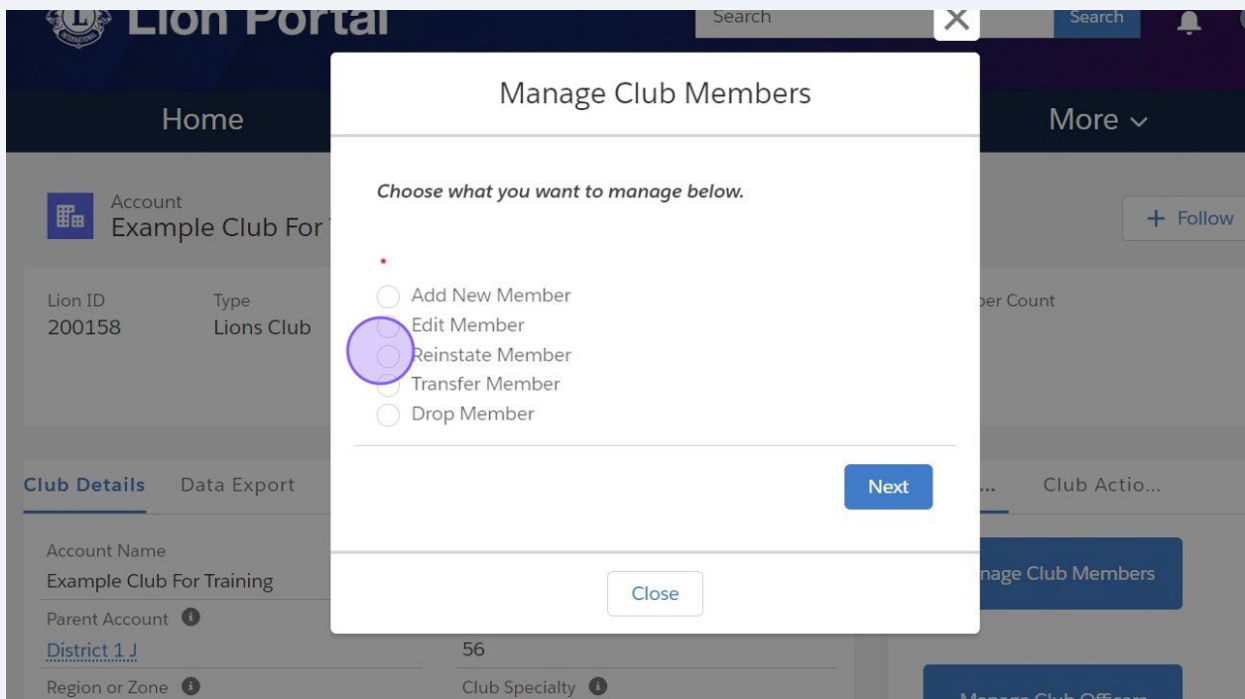
Account Name	Type ⓘ
Example Club For Training	Lions Club
Parent Account ⓘ	Active Member Count
strict_1.J	56
Region or Zone ⓘ	Club Specialty ⓘ
Zone 1	Cultural
Account ID ⓘ	Club Sub-Specialty ⓘ
00158	

Member ... Club Acti...

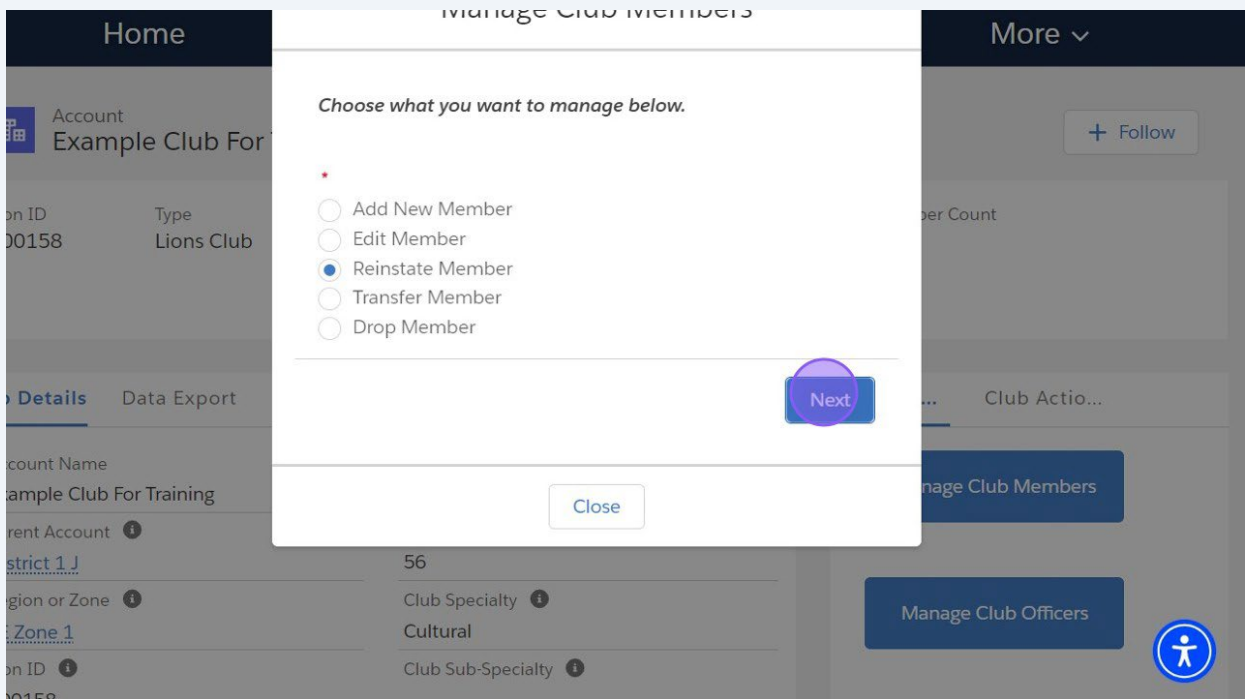
[Manage Club Members](#)

[Manage Club Officers](#)

4 Klikkaa "Palauta jäsen"



5 Klikkaa "Seuraava"



6

Poistetut jäsenet, jotka voidaan palauttaa, näkyvät listassa. Klikkaa "Valintapainiketta" jäsenen nimen vieressä.

Home

Account
Example Club For Training

Lion ID 200158 Type Lions Club

Club Details Data Export

Account Name
Example Club For Training

Parent Account ⓘ
District 1 J

Region or Zone ⓘ
SE Zone 1

Lion ID ⓘ
200158

Club Specialty ⓘ
Cultural

Club Sub-Specialty ⓘ

More ▾

+ Follow

Member Count

Club Actio...

Manage Club Members

Manage Club Officers

Select A Member To Reinstat

2 of 2 items • 0 items selected

C...	M...	M...	En...	Dr...	
<input type="radio"/>	Examp e Sixty- Seven	Lion	266916 07	Aug 31, 2019	Drop Non- Atten- dance
<input checked="" type="radio"/>	Examp e Thirty- Eight	Lion	266915 88	Aug 31, 2024	Drop Resign ed in Good Standi ng

Close

7

Klikkaa "Seuraava"

Home

Account
Example Club For Training

on ID 200158 Type Lions Club

Details Data Export

Account Name
Example Club For Training

Parent Account ⓘ
District 1 J

Region or Zone ⓘ
SE Zone 1

on ID ⓘ
200158

Club Specialty ⓘ
Cultural

Club Sub-Specialty ⓘ

More ▾

+ Follow

Member Count

Club Actio...

Manage Club Members

Manage Club Officers

Select A Member To Reinstat

Example Sixty-Seven

Example Thirty-Eight

Please make sure to select the most recent drop date if the member appears more than once.

Previous Next

Close

8 Syötä "Jatkamispäivämäärä" ja klikkaa "Seuraava"

Home

Account
Example Club For

Lion ID 200158 Type Lions Club

Details Data Export

Account Name
Example Club For Training

Parent Account
District 1 J

Region or Zone
Zone 1

Lion ID 200158

Club Specialty
Cultural

Club Sub-Specialty

More ▾

+ Follow

Member Count

Club Actio...

Manage Club Members

Manage Club Officers

Selected Member: Example Thirty-Eight

* Gender
Male

* Date of Birth
Nov 11, 1984

* Resume Date
Sep 28, 2024

Previous Next

Close

9 Valitse "Jäsenyyystyyppi" pudotusvalikosta.

Lion Portal

Search Search

Home Membership Service Learn More ▾

Account
Example Club For

Lion ID 200158 Type Lions Club

Club Details Data Export

Account Name
Example Club For Training

Parent Account
District 1 J

Lions Club

Active Member Count
56

Manage Club Members

Manage Club Members

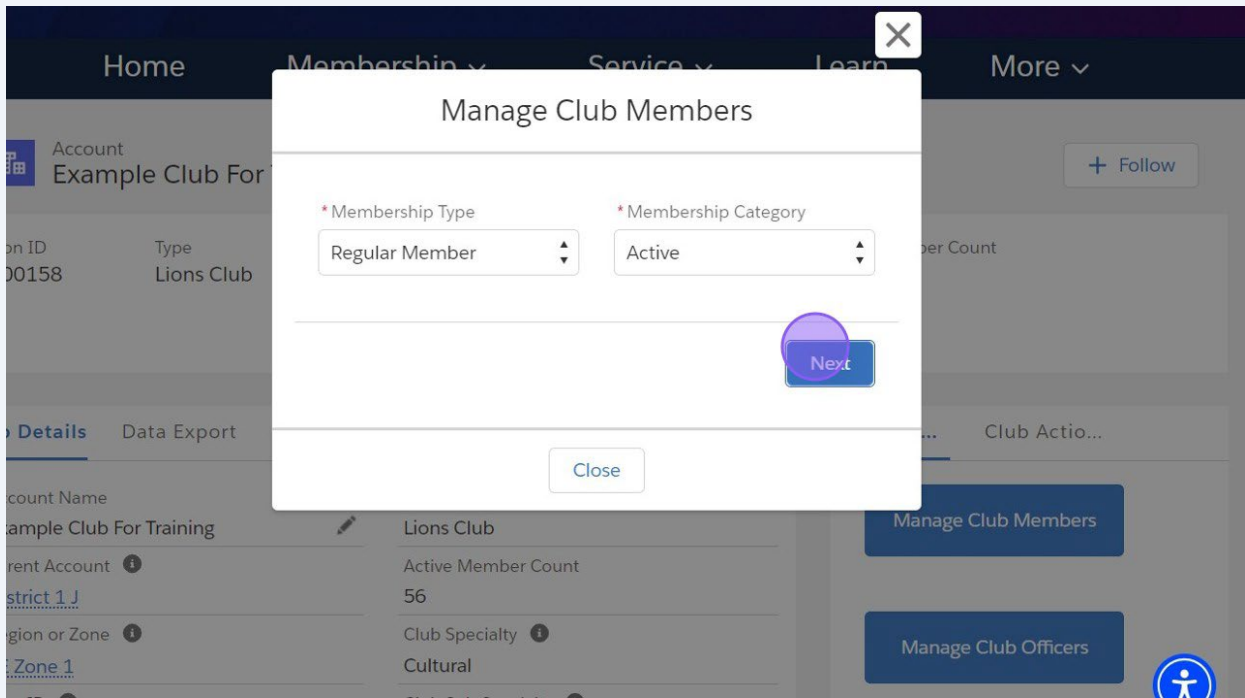
Membership Type
Regular Member

Membership Category
Active

Next

Close

10 Varmista "Jäsenyyskategoria", "Aktiivinen" on oletuksena. Klikkaa "Seuraava"



1 Vihreä onnistumisviesti näkyy ruudussa. Klikkaa "X" sulkeaksesi viestin.





Katso uutta jäsentietoa.

12

Klikkaa klubin sivulta "Katso kaikki"

Meeting City <i>i</i> Maple Maple	Meeting Local Country <i>i</i> US
Meeting State or Prov <i>i</i>	Online Meeting 1 <i>i</i> <input type="checkbox"/>
Meeting Zip Code <i>i</i> 1565	Online Meeting 1 Place <i>i</i>
Meeting Country <i>i</i> United States	Online Meeting 1 Address <i>i</i>
Meeting Location 2	
Meeting 2 Place <i>i</i>	Meeting 2 Local Place <i>i</i>
Meeting 2 Week of Month <i>i</i>	Meeting 2 Local Street <i>i</i>
Meeting 2 Day <i>i</i>	Meeting 2 Local City <i>i</i>
Meeting 2 Time <i>i</i>	Meeting 2 Local Zip Code <i>i</i>
Meeting 2 Street <i>i</i>	Meeting 2 Local State or Prov <i>i</i>

ple	er-	015@	0)
Fiftee	Regul	lionfa	223
n	ar	ke.co	-34
	[Activ	m	45
	e]		
	Lion-		(55
Exam	er-	sben	5)
ple	Regul	11@	265
Thre		msn.c	55

[View All](#)

Contact Members Services
 Email: lionssupport@lionsclubs.org
 Phone: (+001) 630-468-6900

13 Rullaa jäsenen jäsenyyteen.

Home Membership Service Learn More

Accounts > Example Club For Training
Club Members

66 items • Sorted by Contact Full Name • Updated a few seconds ago

	Contact Full Na... ↑	Membership Full Type	Email	Phone	Lion Joi..
43	Example Thirty-Eight	Lion-Regular [Active]	zuser038@lionfake.co...	(630) 677-78...	7/1/202
44	Example Thirty-Five	Lion-Regular [Active]	zuser035@lionfake.co...	(630) 344-45...	7/1/202
45	Example Thirty-Four	Lion-Regular [Active]	zuser034@lionfake.co...	(630) 233-34...	7/15/20
46	Example Thirty-Nine	Lion-Regular [Active]	zuser039@lionfake.co...	(630) 788-89...	7/1/202
47	Example Thirty-One	Lion-Regular [Active]	zuser031@lionfake.co...	(630) 909-01...	7/15/20
48	Example Thirty-Seven	Lion-Regular [Active]	zuser037@lionfake.co...	(630) 566-67...	7/1/202
49	Example Thirty-Six	Lion-Regular [Active]	zuser036@lionfake.co...	(630) 455-56...	7/15/20

14 Klikkaa oikealla olevaa sinistä linkkiä nähdäksesi jäsentiedot.

Home Membership Service Learn More

Accounts > Example Club For Training
Club Members

66 items • Sorted by Contact Full Name • Updated a few seconds ago

	Email	Phone	Lion Joi...	Start D...	E...	Members...	Membership: Me...
	zuser038@lionfake.co...	(630) 677-78...	7/1/2022	9/28/2024		Active Memb...	MEMBER#001194398
	zuser035@lionfake.co...	(630) 344-45...	7/1/2022	7/1/2022		Active Memb...	MEMBER#001194395
	zuser034@lionfake.co...	(630) 233-34...	7/15/2015	7/15/2015		Active Memb...	MEMBER#001194394
	zuser039@lionfake.co...	(630) 788-89...	7/1/2022	7/1/2022		Active Memb...	MEMBER#001194395
	zuser031@lionfake.co...	(630) 909-01...	7/15/2015	7/15/2015		Active Memb...	MEMBER#001194393
	zuser037@lionfake.co...	(630) 566-67...	7/1/2022	7/1/2022		Active Memb...	MEMBER#001194395
	zuser036@lionfake.co...	(630) 455-56...	7/15/2015	7/15/2015		Active Memb...	MEMBER#001194394
	zuser033@lionfake.co...	(630) 122-23...	7/15/2015	7/15/2015		Active Memb...	MEMBER#001194394
	zuser032@lionfake.co...	(630) 011-12...	7/15/2015	7/15/2015		Active Memb...	MEMBER#001194393

15 Tiedot näkyvät. Huom! "Lisää tyyppi" kohta näkyy "Palautettuna".

Contact [Example Member Thirty-Eight](#) Club [Example Club For Training](#) Club Branch Membership Full Type [Lion-Regular \[Active\]](#)

Details

Club ⓘ Example Club For Training	Membership Status ⓘ Active Member
Contact ⓘ Example Member Thirty-Eight ✎	Membership Type Lion
Club Branch ⓘ	Membership Category ⓘ Active
Relationship Type ⓘ	Program ⓘ Regular
Membership Sponsor ⓘ Example Member Eighteen	Add Type ⓘ Reinstated

Membership Details

Lion Join Date ⓘ

Contact Customer Service
Email: lionssupport@lionsclubs.org
Phone: (+001) 630-468-6900

No related lists to display

Palauta jäsen palauttamisaikavälin ulkopuolelta

16 Klikkaa "Hallitse klubin jäsentietoja"

Home Membership ▾ Service ▾ Learn More ▾

Account [Example Club For Training](#) [+ Follow](#)

Account ID 00158	Type Lions Club	Status Active	Billing Address 124 Any Place Naperville, Illinois 60565 United States	Active Member Count 57
---------------------	--------------------	------------------	---	---------------------------

Details Data Export Club Statements Club Service Activities More

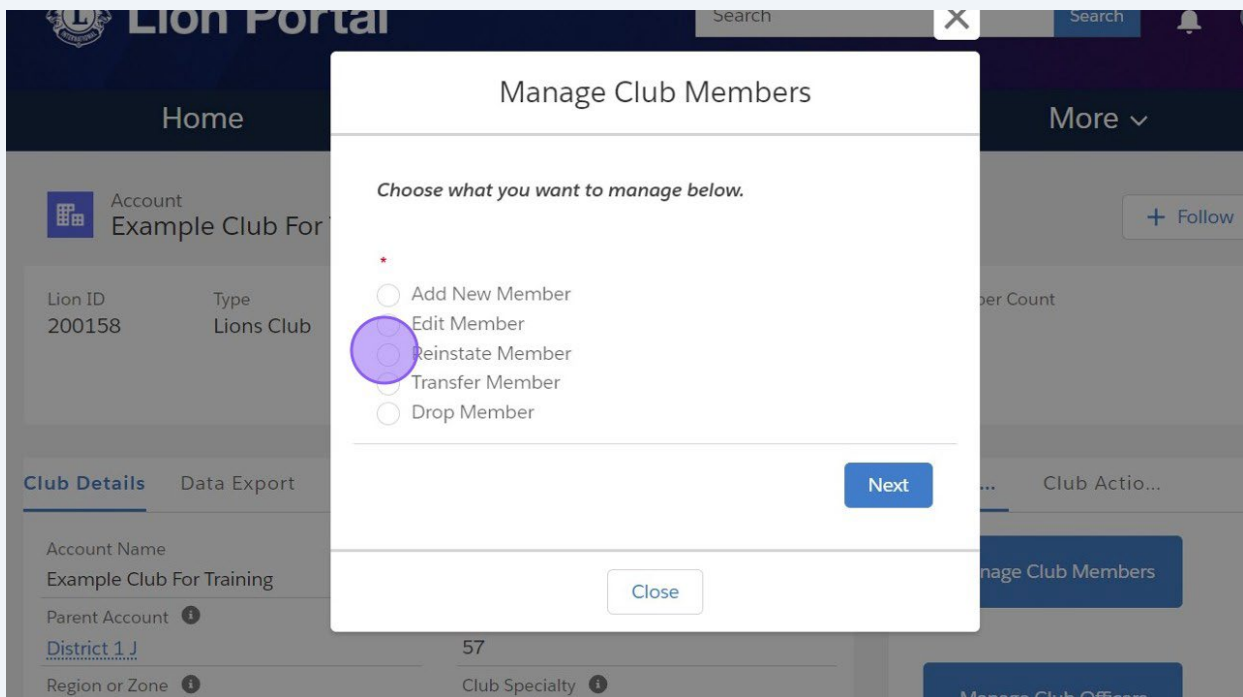
Account Name Example Club For Training ✎	Type ⓘ Lions Club
Parent Account ⓘ strict 1.J	Active Member Count 57
Region or Zone ⓘ Zone 1	Club Specialty ⓘ Cultural
Account ID ⓘ 00158	Club Sub-Specialty ⓘ

Member ... Club Acti...

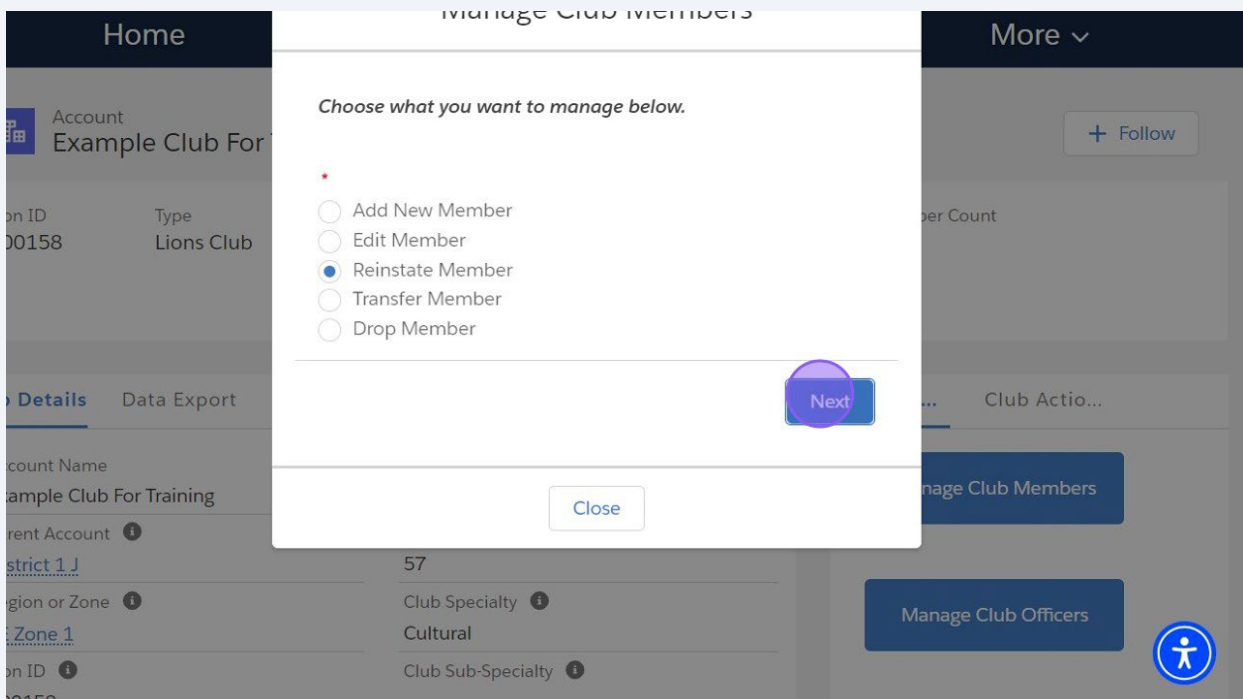
[Manage Club Members](#)

[Manage Club Officers](#)

17 Klikkaa "Palauta jäsen" "valintapainiketta".



18 Klikkaa "Seuraava"



Klikkaa "Valintapainiketta" jäsenen nimen vieressä.

Manage Club Members

Select A Member To Reinstale

1 of 1 item • 0 items selected

C...	M...	M...	En...	Dr...
Exempl e Sixty- Seven	Lion	266916 07	Aug 31, 2019	Drop Non- Atten- dance

Please make sure to select the most recent drop date if the member appears more than once.

Previous Next

Close

20 Klikkaa "Seuraava"

Manage Club Members

Select A Member To Reinstale

1 of 1 item • 1 item selected

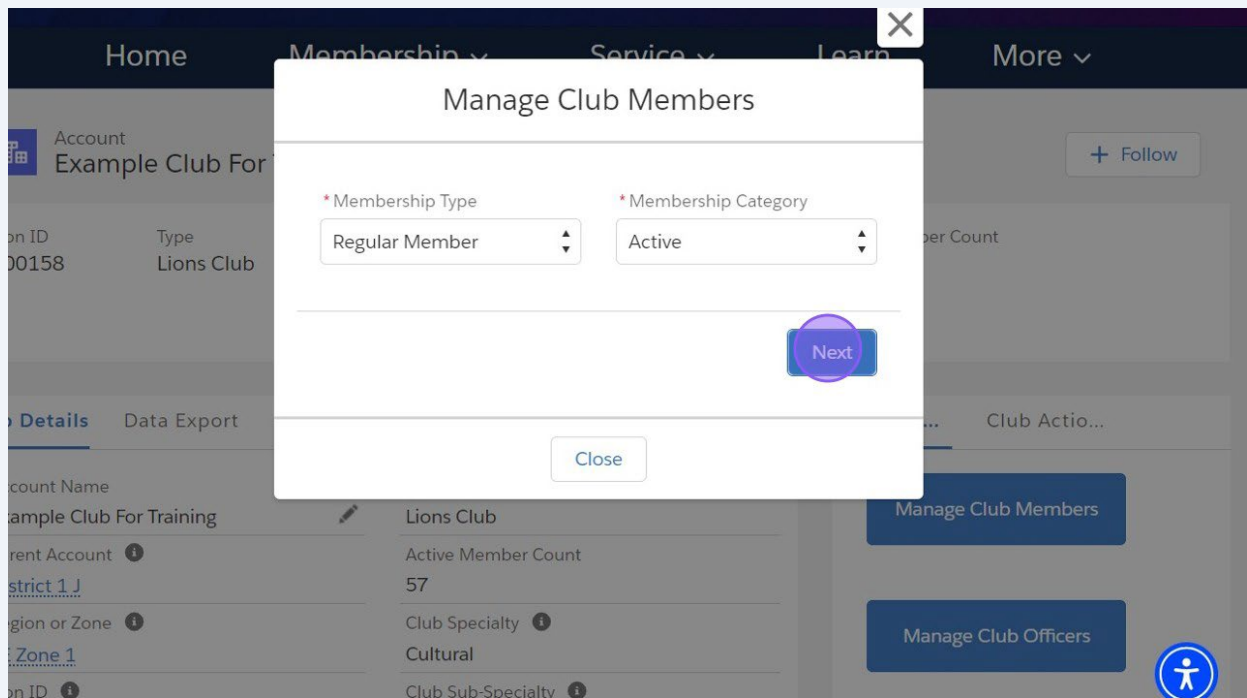
C...	M...	M...	En...	Dr...
Exempl e Sixty- Seven	Lion	266916 07	Aug 31, 2019	Drop Non- Atten- dance

Please make sure to select the most recent drop date if the member appears more than once.

Previous Next

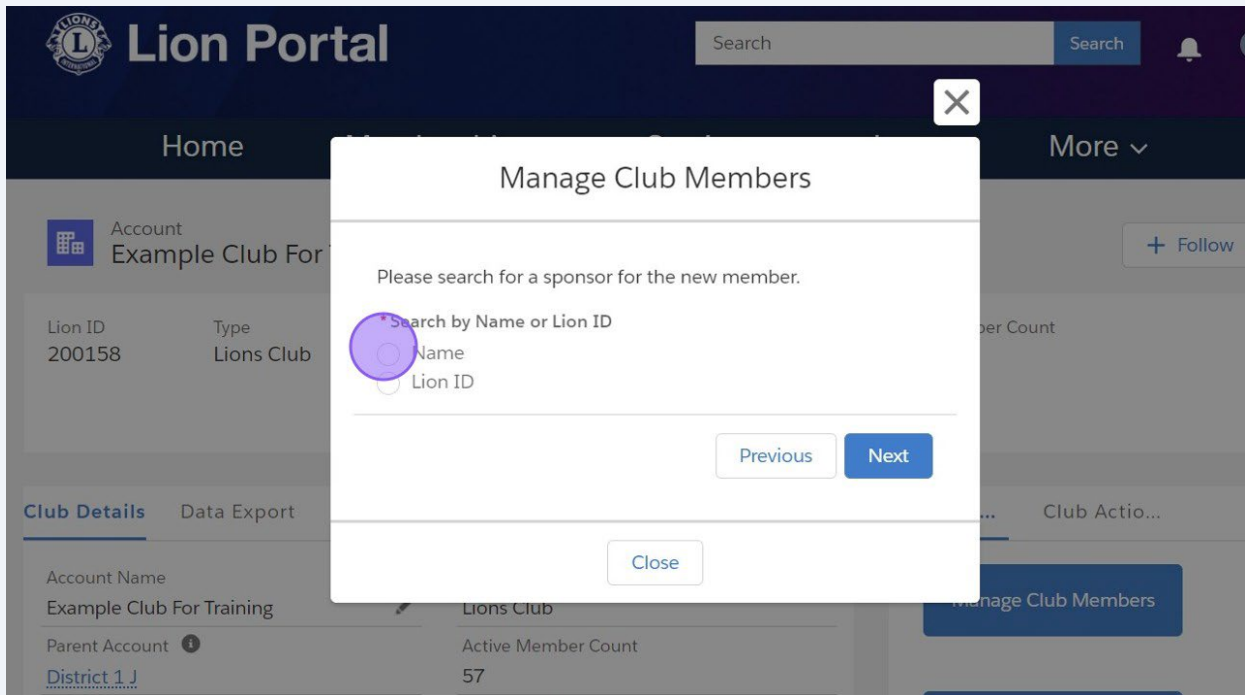
Close

23 Klikkaa "Seuraava"

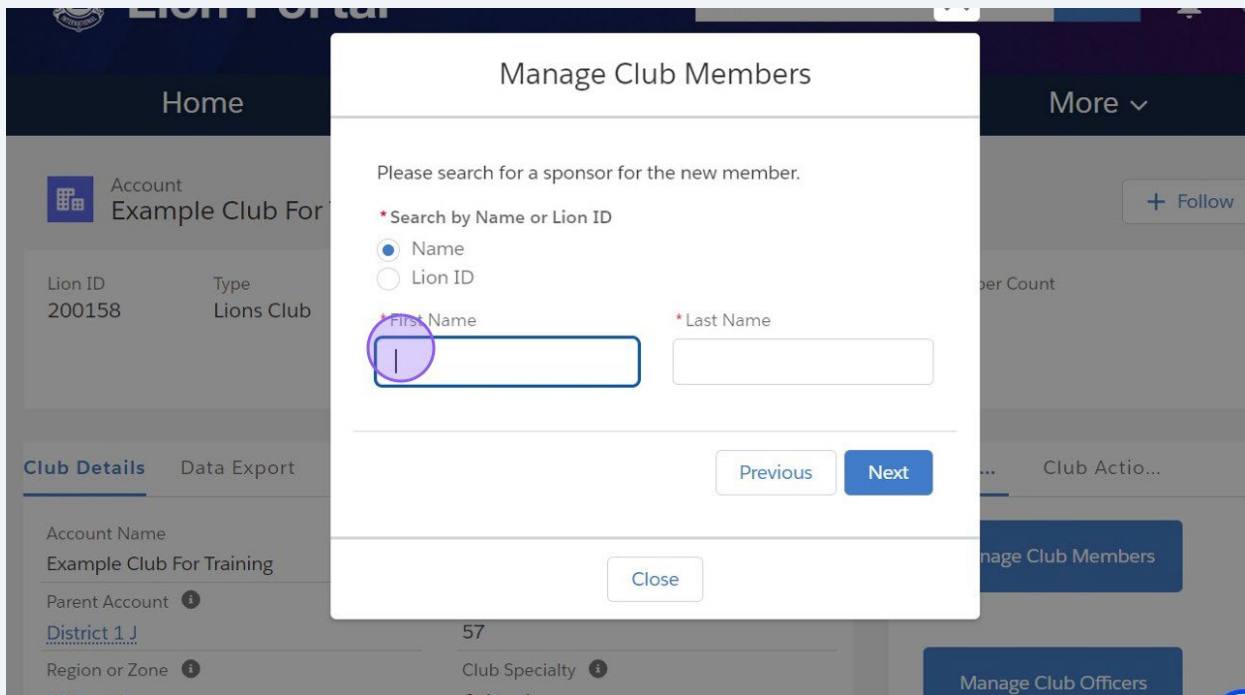


Huomio! Palautettavalla jäsenellä on oltava uudelleen kummi valittuna.

24 Hae kummi nimellä tai jäsennumerolla.



25 Klikkaa tätä tekstikenttää.



26 Mene hakukenttään ja klikkaa "Seuraava"

Home

Account
Example Club For Training

Member ID: 00158 Type: Lions Club

Details Data Export

Account Name: Example Club For Training

Parent Account: District 1J

Region or Zone: Zone 1

Member ID: 00158

57

Club Specialty: Cultural

Club Sub-Specialty

More

+ Follow

Member Count

Club Actio...

Manage Club Members

Manage Club Officers

1

Please search for a sponsor for the new member.

* Search by Name or Lion ID

Name
 Lion ID

* First Name: Example

* Last Name: one

Previous Next

Close

27 Valitse haluttu kummin nimi ja klikkaa "Seuraava"

Home

Account
Example Club For Training

Member ID: 00158 Type: Lions Club

Details Data Export

Account Name: Example Club For Training

Parent Account: District 1J

Region or Zone: Zone 1

Member ID: 00158

57

Club Specialty: Cultural

Club Sub-Specialty

More

+ Follow

Member Count

Club Actio...

Manage Club Members

Manage Club Officers

1

1 of 1 item • 1 item selected

Search this list...

Name	Member ID	Club Name
<input checked="" type="radio"/> Example One	26691550	Example Club For Training

Previous Next

Close

28 Vahvista kummi ja klikkaa "Seuraava"

The screenshot shows a 'Manage Club Members' dialog box overlaid on a web interface. The dialog box contains the following text:

Use this sponsor for the new membership?

Name: Example One - Example Club For Training

Lion ID: 26691550

At the bottom of the dialog box, there are two buttons: 'Previous' and 'Next'. The 'Next' button is highlighted with a purple circle. Below the dialog box, there is a 'Close' button.

The background interface shows a 'Home' header, a 'More' dropdown, and a 'Follow' button. Below the dialog box, there is a 'Details' section with a 'Data Export' button. The 'Details' section includes a table with the following data:

Account Name	Type	Active Member Count
Example Club For Training	Lions Club	57

Below the table, there are several fields with information icons:

- Account Name: Example Club For Training
- Account Type: Lions Club
- Active Member Count: 57
- Club Specialty: Cultural
- Club Sub-Specialty: Cultural

At the bottom right of the interface, there is a 'Manage Club Members' button and a 'Manage Club Officers' button. A user profile icon is visible in the bottom right corner.

2 Vihreä onnistumisviesti näkyy ruudussa. Klikkaa "X" sulkeaksesi viestin.

The screenshot shows the Lions Club system interface with a green success message at the top. The message reads: "Success! Membership Record Created!". There is a close button (X) on the right side of the message. Below the message, there is a search bar and a user profile icon.

The navigation menu includes: Home, Membership, Service, Learn, and More.

The main content area shows the 'Account' section for 'Example Club For Training'. There is a 'Follow' button. Below this, there is a table with the following data:

Account ID	Type	Status	Billing Address	Active Member Count
00158	Lions Club	Active	124 Any Place Naperville, Illinois 60565 United States	57

Below the table, there are several tabs: 'Details', 'Data Export', 'Club Statements', 'Club Service Activities', and 'More'. The 'Details' tab is selected. Below the tabs, there is a 'Member ...' section with a 'Club Acti...' button. A 'Manage Club Members' button is visible in the bottom right corner.



Katso uutta jäsentietoa.

30

Klikkaa "Katso kaikki"

33 TOWN ROAD

Meeting City ⓘ

Mapleville

Meeting State or Prov ⓘ

Meeting Zip Code ⓘ

3565

Meeting Country ⓘ

United States

Meeting Location 2

Meeting 2 Place ⓘ

Meeting 2 Week of Month ⓘ

Meeting 2 Day ⓘ

Meeting 2 Time ⓘ

Meeting 2 Street ⓘ

IL

Meeting Local Country ⓘ

US

Online Meeting 1 ⓘ

Online Meeting 1 Place ⓘ

Online Meeting 1 Address ⓘ

Meeting 2 Local Place ⓘ

Meeting 2 Local Street ⓘ

Meeting 2 Local City ⓘ

Meeting 2 Local Zip Code ⓘ

Meeting 2 Local State or Prov ⓘ

Lion-Chart	zuser	(630)	
Exam-er-	008@	0	
ple	Regul	lionfa	456
Eight	ar	ke.co	-78
	[Activ	m	90
	e]		

Lion-Chart	zuser	(630)
	008@	0

[View All](#)

Contact Members Services

Email: lionssupport@lionsclubs.org

Phone: (+001) 630-468-6900

31 Rullaa jäsenen jäsentietoihin.

Home Membership Service Learn More							
Accounts > Example Club For Training Club Members							
50+ items · Sorted by Contact Full Name · Updated a few seconds ago							
	Contact Full Na... ↑	Membership Full Type	Email	Phone	Lion Joi...	Start D...	E...
35	Example Sixty-One	Lion-Family Member [Active]	zsixtyone@f...	630 267-9033	6/15/2021	6/15/2021	
36	Example Sixty-Seven	Lion-Regular [Dropped]	zsixtyseven...	404 535-6768	4/15/2018	4/15/2018	9
37	Example Sixty-Seven	Lion-Regular [Active]	zsixtyseven...	404 535-6768	9/28/2024	9/28/2024	
38	Example Sixty-Three	Lion-Family Member [Active]	zsixtythree...		3/15/2021	3/15/2021	
39	Example Sixty-Two	Lion-Family Member [Active]	zsixtytwo@f...	630 764-3377	3/23/2022	3/23/2022	
40	Example Ten	Lion-Charter-Regular [Active]	zuser010@li...	(630) 678-90...	7/1/2010	7/1/2010	
41	Example Thirteen	Lion-Charter-Regular [Active]	zuser013@li...	(630) 901-23...	7/1/2010	7/1/2010	
42	Example Thirty	Lion-Regular [Active]	zuser030@li...	(630) 898-90...	12/5/2021	12/5/2021	

32 Klikkaa oikealla olevaa sinistä linkkiä nähdäksesi jäsentiedot.

Accounts > Example Club For Training Club Members							
50+ items · Sorted by Contact Full Name · Updated a minute ago							
	Email	Phone	Lion Joi...	Start D...	E...	Members...	Membership: Me...
	zsixtyone@f...	630 267-9033	6/15/2021	6/15/2021		Active Memb...	MEMBER#0011943968
	zsixtyseven...	404 535-6768	4/15/2018	4/15/2018	9/1/...	Inactive Me...	MEMBER#0011943979
	zsixtyseven...	404 535-6768	9/28/2024	9/28/2024		Active Memb...	MEMBER#0011943990
	zsixtythree...		3/15/2021	3/15/2021		Active Memb...	MEMBER#0011943970
	zsixtytwo@f...	630 764-3377	3/23/2022	3/23/2022		Active Memb...	MEMBER#0011943969
	zuser010@li...	(630) 678-90...	7/1/2010	7/1/2010		Active Memb...	MEMBER#0011943918
	zuser013@li...	(630) 901-23...	7/1/2010	7/1/2010		Active Memb...	MEMBER#0011943920
	zuser030@li...	(630) 898-90...	12/5/2021	12/5/2021		Active Memb...	MEMBER#0011943937
	zuser038@li...	(630) 677-78...	7/1/2022	7/1/2022	9/1/...	Inactive Me...	MEMBER#0011943955

33 Huomaa, että "Lisäämistyyppinä" näkyy "Uusi" tässä palautuksessa.

Contact [Example Member Sixty-Seven](#) Club [Example Club For Training](#) Club Branch Membership Full Type **Lion-Regular [Active]**

Details

Club ⓘ Example Club For Training	Membership Status ⓘ Active Member
Contact ⓘ Example Member Sixty-Seven	Membership Type Lion
Club Branch ⓘ	Membership Category ⓘ Active
Relationship Type ⓘ	Program ⓘ Regular
Membership Sponsor ⓘ Example Member One	Add Type ⓘ New

Membership Details

Lion Join Date ⓘ

Contact Customer Service
Email: lionssupport@lionsclubs.org
Phone: (+001) 630-468-6900

No related lists to display

34 Palaa klubin sivulle klikkaamalla sinistä linkkiä Klubin Nimi.

Home Membership ▾ Service ▾ Learn More ▾

Membership
MEMBER#0011943990

Contact [Example Member Sixty-Seven](#) Club [Example Club For Training](#)

Details

Club ⓘ Example Club For Training	Membership Status ⓘ Active Member
Contact ⓘ Example Member Sixty-Seven	Membership Type Lion
Club Branch ⓘ	Membership Category ⓘ Active
Relationship Type ⓘ	Program ⓘ Regular
Membership Sponsor ⓘ	Add Type ⓘ

Active Member Count
58

Example Club For Training

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

No related lists to display

35 Klikkaa "Koti" palataksesi portaalin etusivulle.

The screenshot shows the Lion Portal interface. At the top, there is a search bar with the text "Sixty-Seven" and a "Search" button. Below the search bar is a navigation menu with "Home" (highlighted with a purple circle), "Membership", "Service", "Learn", and "More".

Below the navigation menu, there is a section for "Account Example Club For Training" with a "+ Follow" button. Underneath is a table with the following data:

Lion ID	Type	Status	Billing Address	Active Member Count
200158	Lions Club	Active	124 Any Place Naperville, Illinois 60565 United States	58

Below the table, there are tabs for "Club Details", "Data Export", "Club Statements", "Club Service Activities", and "More". The "Club Details" tab is active, showing "Account Name: Example Club For Training" and "Type: Lions Club". There is also a "Parent Account" field and an "Active Member Count" field. To the right, there is a "Member ..." tab and a "Club Acti..." tab, with a "Manage Club Members" button below them.

3 Tähän päättyy "Hallitse klubin jäsentietoja - Muokkaa jäsentä: Palauta jäsen" pikaopas.

The screenshot shows the Lion Portal homepage. At the top, there are three navigation icons: "MY MEMBERSHIP" (a person icon), "MY CLUB" (a house icon with people), and "MY CA" (a star icon). Below these is a "MY ASSOCIATION" icon featuring the Lions International logo.

At the bottom of the page, there is a "Welcome to the Lion Portal" message and a "DONATE" button with a person icon.